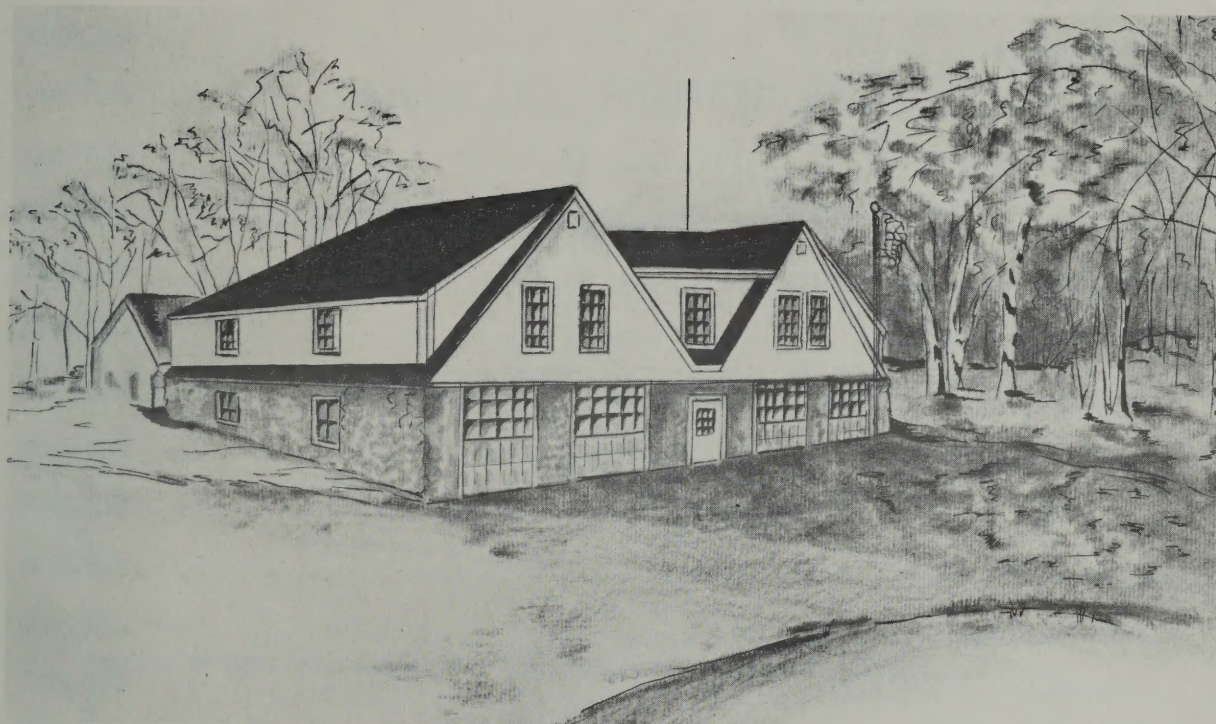


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1981

ANNUAL REPORTS



WINDHAM FIRE STATION

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TOWN OF WINDHAM, NEW HAMPSHIRE

University of New Hampshire
Library

WINDHAM TELEPHONE DIRECTORY 1981

FIRE DEPARTMENT - TO REPORT A FIRE	432-5367
Other Business	434-4907
AMBULANCE SERVICE	432-5367
POLICE DEPARTMENT - EMERGENCY	432-2278
Other Business	434-5577
Tax Collector	432-7731
Selectmen's Office	432-7732
Town Clerk	434-5075
Building Inspector - Health Officer	432-3806
Road Agent, Joseph Clark	432-7239
Town Library	432-7154
Windham Post Office	898-7491
Center School	432-7312
Golden Brook School	898-9586
Pinkerton Academy	432-2588
Superintendent of Schools.	635-2101
HOSPITALS:	
Bon Secours, Methuen	(617) 687-0151
Lawrence General	(617) 683-4000
Alexander-Eastman, Derry	432-2533
Elliott, Manchester	669-5300
Memorial, Nashua	883-5521
St. Joseph's, Nashua	889-6681
Lowell General	(617) 454-0411
N.H. STATE POLICE (Toll Free)	1-800-852-3411
POISON CENTER, Hanover, N.H.	1-643-4000



ANNUAL REPORTS

of the

OFFICERS, TRUSTEES, AGENTS AND COMMITTEES

of the

TOWN OF WINDHAM

NEW HAMPSHIRE

IN APPRECIATION

On Behalf of the Residents and Town Officials of Windham
we dedicate the 1981 Town Report to the
Men and Families
of the
Windham Fire Department
who devoted many hours of volunteer time and effort
to the work involved in the expansion of the Fire Station.

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TOWN OFFICERS

FOR THE YEAR 1981

Moderator

EDWARD N. HERBERT

Town Clerk

JOAN C. TUCK

Selectmen

MORTON C. PEARLMAN-1982

DAVID A. PEPPER-1983

MARGARET A. CASE-1984

Treasurer

LINDA A. ANDERSON (Resigned)

LYLE R. SCHULTZ

Tax Collector

LOIS LEE

Road Agent

JOSEPH CLARK

Supervisors of the Checklist

PHYLLIS L. SHELTON, Chairman, 1986

REGINA GALVIN, 1982

ANNABEL E. LOTHROP, 1984

Trustees of Trust Funds

MARY T. JOHNSON, 1984

MERTON A. WEBBER, 1982

BARBARA E. ROOT, 1983

Representatives to the General Court

PATRICIA M. SKINNER

ADA L. MACE

Chief of Police

NORMAN J. CRAWFORD

Police Officers

LIONEL ST. PIERRE, Lieutenant

THOMAS WILSON, JR.

RICHARD SIMMONS

BRUCE MOECKEL

DOUGLAS WATSON

CHARLES OCCHIPINTI

Chief of Fire Department and Forest Fire Warden

STANLEY J. MACKEY

Firefighters

WILLIAM BROWN, Deputy Chief

WILLARD WALLACE, Lieutenant

JAMES BROWN, Lieutenant

RONALD HOEGEN

WILFRED JOHNSON, JR.

THOMAS L. McPHERSON

Dispatchers

LEONARD MORGAN
KIM FOGERTY

BARBARA SEALOCK
JOAN BOOTH

Building Inspector and Health Officer

CLIFFORD A. LAMERE

Assistant Building Inspector

ROBERT S. MACKEY

Dog Officer

MARLENE BISHOP (Resigned)
CHARLES J. BUTTERFIELD

Librarian

MARY GWOSCH

Town Surveyor

ROBERT W. THORNDIKE

Superintendent of Cemeteries

LEO S. ROOT

Planning Board

RONALD COISH, Chairman, 1985

NANCY D. JOHNSON, 1982

THOMAS CASE, 1986

JOSEPH CULLETON, 1983 (Resigned)

DAVID A. PEPPER, Selectman

RONALD RUGGIERO, 1983

ROBERT ASHBURN, Alternate

ROBERT YENNACO, 1984

DANIEL QUINLAN, Alternate

GEORGE DINSMORE, JR. 1985

ROBERT McHATTON, Alternate

GEORGE GRENIER, Alternate

Board of Adjustment

PETER GRIFFIN, Chairman, 1983

ELWOOD T. STAGAKIS, 1982

THOMAS H. GROETZINGER, 1986

FRANCIS A. ZINS, 1984

R. GORDON BERRY, Alternate

RONALD A. BUSHEY, 1985

ELIZABETH DUNN, Alternate

KENNETH ROGERS, Alternate

Conservation Commission

RUSSELL J. WILDER, Chairman, 1983

ARTHUR CHAMPAGNE, 1982

DANIEL QUINLAN, 1983

C. JOHN GATTINELLA, 1982 (Resigned)

NANCY D. JOHNSON, 1984

MARGARET A. CASE, 1983

SANDY BURKETT, 1984

Trustees of Library

WILLIAM HUBBARD, Chairman, 1984

PETER GRIFFIN, 1982

WENDY DENNEEN, 1983

ALICE MORGAN, 1982

FRANCIS TRAYNOR, 1983

PATRICIA SKINNER, 1984

Historical Commission

MARION DINSMORE & PATRICIA SKINNER, Co-Chairmen
PETER GRIFFIN, Secretary RAYMOND BARLOW
BURLEIGH L. SWAN, Treasurer (Resigned) GEORGE DINSMORE, JR.
ELISABETH MARSHALL (Resigned)

Historic District Commission

ROBERT W. THORNDIKE, Chairman
PATRICIA M. SKINNER GEORGE DINSMORE, JR.
MARION DINSMORE BURLEIGH L. SWAN (Resigned)

Recreation Commission

MARGARET A. CASE, Chairman
JAMES FLYNN, Vice-Chairman BETH HAMILTON
DORIS FOGELMAN, Secretary LUCY PAYSON
NANCY DAVIS GAIL WEBSTER
CHARLES DONOHUE ROBERT GUYRE, Alternate
PHYLLIS HAMBLET SUSAN STARK, Alternate
DAVID BRAUER (Resigned)

Windham Council on Aging

MORTON C. PEARLMAN, Chairman
PATRICIA SKINNER REV. JOHN McWILLIAMS
MARY KANE JOAN A. RUGGIERO

Representatives to Greater Derry Visiting Nurse Association

SUSAN KLEMENTS CAROL McGEE
WILLIAM SCHULER LEE WHITTLE

The **SELECTMEN** will meet on Monday of each week at the Town Hall at 7:30 P.M. Persons interested in meeting with the Selectmen on Monday evenings are requested to contact the Selectmen's secretary at 432-7732 for an appointment.

The **PLANNING BOARD** WILL MEET THE Second and Fourth Wednesday of each month at the Town Hall at 8 P.M. Persons interested in meeting with the Board should contact the Building Inspector's office at 432-3806 to be placed on the agenda.

EXEMPTION FILING DEADLINE - APRIL 15

All applications for **VETERAN'S** exemptions, **ELDERLY** exemptions, **BLIND** exemptions, and **CURRENT USE** taxation must be in the hands of the Selectmen by April 15th. Forms are available at the Selectmen's Office for eligible persons who do not have a permanent application on file.

SUMMARY INVENTORY OF VALUATION

DESCRIPTION OF PROPERTY	1981 VALUATION
Land	\$70,442,400.00
Buildings	111,143,480.00
Factory Buildings	810,000.00
Public Water Utility (Privately Owned)	823,390.00
Public Utilities - Gas	107,130.00
Electric	<u>1,689,870.00</u>

TOTAL VALUATION BEFORE EXEMPTIONS ALLOWED **\$185,016,270.00**

Blind Exemptions - 6	\$ 90,000
Elderly Exemptions - 31	<u>315,000</u>

TOTAL EXEMPTIONS ALLOWED **405,000.00**

NET VALUATION ON WHICH TAX RATE IS COMPUTED **\$184,611,270.00**

Number of Inventories Distributed in 1981	3,224
Number of Inventories Properly Completed and Filed in 1981	2,884

Number of Individuals Applying for an Elderly Exemption 1981:

37 at \$ 5,000
10 at \$10,000
16 at \$20,000

Number of Individuals Granted an Elderly Exemption 1981:

19 at \$ 5,000
2 at \$10,000
10 at \$20,000

CURRENT USE REPORT

Total Number of Individual Property Owners who were Granted Current Use Exemptions in 1981	15
Total Number of Acres Exempted under Current Use in 1981	931.873
TOTAL ASSESSED VALUE OF LAND UNDER CURRENT USE	\$96,620

STATEMENT OF APPROPRIATIONS AND TAXES ASSESSED

PURPOSES OF APPROPRIATIONS

GENERAL GOVERNMENT:

Town Officers' Salaries	\$ 23,000.00
Town Officers' Expenses	51,832.00
Election and Registration Expenses	2,700.00
Town Hall and Other Buildings Expenses	23,300.00
Reappraisal of Property (\$40,000 Revenue Sharing)	100,000.00
Assessing	13,000.00
Searles Building	9,200.00

PROTECTION OF PERSONS AND PROPERTY:

Police Department	178,348.00
Fire Department	232,249.00
Planning and Zoning	10,555.00
Insurance	79,650.00
Conservation Commission	900.00
Contracted Police	10,000.00
Dispatching	50,117.00
Building Department	42,571.00
Dog Officer	7,292.00

HEALTH DEPARTMENT:

Health Department	6,000.00
Vital Statistics	75.00
Town Dump	76,752.00

HIGHWAYS AND BRIDGES:

Town Road Aid	1,151.60
Town Maintenance	203,200.00
Street Lighting	7,000.00
Engineering Department	7,500.00

LIBRARIES:

Library	46,833.00
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PUBLIC WELFARE:

Old Age Assistance and Needy Persons	22,855.00
Mental Health Center	5,098.50
Derry Visiting Nurse Association	6,864.00

PATRIOTIC PURPOSES:

Memorial Day and Other Celebrations	350.00
-------------------------------------	--------

RECREATION:

Recreation Program	16,000.00
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PUBLIC SERVICE ENTERPRISES:

Cemeteries	14,086.00
------------	-----------

UNCLASSIFIED:

Damages and Legal Expenses	10,000.00
Employees' Retirement	28,000.00
Emergency Employment Act (CETA)	4,000.00
Anti-Recession Fund	1,681.51

DEBT SERVICE:

Principal- Long Term Notes	20,000.00
Interest- Long Term Notes	5,862.45
Interest on Temporary Loans	85,500.00

CAPITAL OUTLAY:

Fire Department Ambulance	24,950.00
Water Hole Improvements	2,000.00

PAYMENTS TO CAPITAL RESERVE FUNDS:

Fire Department Equipment Fund	3,000.00
--------------------------------	----------

TOTAL APPROPRIATIONS

	<u>\$1,433,473.06</u>
--	-----------------------

TAX RATE COMPUTATION

Total Town Appropriations	\$1,433,473.00
Total Revenues and Credits	<u>587,478.00</u>
Net Town Appropriations	\$ 845,995.00
Net School Tax Assessment	2,721,243.00
County Tax Assessment	<u>175,694.00</u>
Total of Town, School and County	\$3,742,932.00
DEDUCT: Total Business Profits Tax Reimbursement	125,447.00
ADD: War Service Credits	26,750.00
ADD: Overlay	<u>48,000.00</u>
Property Taxes to be Raised	\$3,692,235.00

SOURCES OF REVENUE**FROM LOCAL TAXES:**

Resident Taxes	\$ 36,760.00
National Bank Stock Taxes	25.00
Yield Taxes	5,439.00
Interest on Delinquent Taxes	15,800.00
Resident Tax Penalties	1,000.00
Inventory Penalties	3,000.00

FROM STATE:

Meals and Rooms Tax	34,839.00
Interest and Dividends Tax	61,307.00
Savings Bank Tax	18,752.00
Highway Subsidy	29,320.00
Railroad Tax	10.00
Reimb. a/c Fighting Forest Fires	258.00
Highway Safety Commission	8,000.00

FROM LOCAL SOURCES, EXCEPT TAXES:

Motor Vehicle Permit Fees	200,000.00
Dog Licenses	4,900.00
Business Licenses, Permits and Filing Fees	850.00
Rent of Town Property	3,900.00
Interest Received on Deposits	84,000.00
Income from Trust Funds	3,136.00
Income from Departments	30,000.00
Sale of Town Property	500.00

RECEIPTS OTHER THAN CURRENT REVENUE:

Revenue Sharing Funds (Article 15)	40,000.00
Anti-Recession Fund	1,682.00
Emergency Employment Act	4,000.00

TOTAL REVENUES AND CREDITS **\$587,478.00**

TAX RATE - Approved by Tax Commission **\$2.00**

WAR SERVICE TAX CREDITS:

7 at \$700 each	\$4,900.00	
437 at 50 each	<u>21,850.00</u>	
		\$26,750.00

RESIDENT TAXES:

3,676 at \$10 each	\$36,760.00
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AUDITOR'S REPORT

Statement of Cash Receipts and Disbursements For the Six Months Ended June 30, 1981

Cash - January 1, 1981	\$	898,757
Add: Receipts:		
Taxes	725,902	
Town Clerk	94,594	
Building Department	6,991	
Selectmen's Office Receipts	33,980	
Short Term Investments	2,600,000	
Interest	38,570	
Tax Anticipation Note	1,800,000	
Miscellaneous	4,135	
		<u>5,304,172</u>
		\$6,202,929
Less: Disbursements		<u>6,119,548</u>
Cash - June 30, 1981		\$83,381

AUDITOR'S OPINION

We have examined the statement of cash receipts and disbursements of the Town of Windham General Fund for the period January 1, 1981 to June 30, 1981. Our examination was made in accordance with generally accepted auditing standards and, accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances, except as noted in the third paragraph.

As described in Note 1, the Town has prepared a financial statement on the basis of cash receipts and disbursements, consequently, certain revenue and the related assets are recognized when received rather than earned, and certain expenses are recognized when paid rather than when the obligation is incurred. Accordingly, the financial statement is not intended to present financial position and results of operation in conformity with generally accepted accounting principles.

The Town's performance bonds were not available for audit, and we therefore were not able to apply adequate audit procedures. Because these bonds were not audited, the scope of our work was not sufficient to enable us to express, and we do not express, an opinion on the financial statement referred to above.

MUNICIPAL SERVICES DIVISION

AUDITOR'S REPORT

We have examined the financial statements of the various funds and account groups of the Town of Windham for the year ended December 31, 1980 and have issued our report thereon, dated February 6, 1981. As part of our examination, we reviewed and tested the Town's system of internal accounting control to the extent we considered necessary to evaluate the system as required by generally accepted auditing methods. Under these standards, the purpose of such evaluation is to establish a basis for reliance thereon in determining the nature, timing and extent of other such auditing procedures that are necessary for expressing an opinion on the financial statements. Such study and evaluation disclosed the following conditions that we believe to be material weaknesses.

The following weaknesses in internal accounting control are substantially all conditions which we noted in our audit reports of prior years and still exist as of the report date.

INCOMPLETE ACCOUNTING RECORDS

The Selectmen do not maintain a Cash Receipts Journal as required by sound business practice and State Law (RSA 41:9). A policy of not recording cash receipts results in a lack of segregation of duties between the Board of Selectmen and the Treasurer. We strongly urge that the Selectmen immediately start maintaining a Cash Receipts Journal.

INVESTMENT POLICY

The Town Treasurer invests idle funds without approval of the Board of Selectmen. Outstanding investments are not recorded on the town books. We recommend that all investments be approved by the Selectmen and that all town funds be continuously accounted for by the Selectmen's office.

DEVELOPER'S PERFORMANCE BONDS

The Town's subdivision ordinances require that developers post bonds or escrow agreements. During the course of our examination, we noted that adequate accounting controls are not maintained over these funds. We recommend that either the Planning Board, Selectmen's office or both establish immediate control over these funds and maintain proper accounting records.

While the acceptance and release of developer's performance bonds is the responsibility of the Planning Board, we suggest that the Selectmen's office maintain the accounting records for the Planning Board. This would facilitate the preparation of the annual financial report and examination thereon.

PURCHASING

Purchasing in the Town of Windham is a function of individual department heads. The Selectmen's office does not participate in the process and there are no formal procedures in effect to control obligations before purchase. The Town has been considering adoption of a purchasing system for several years but has not given it high priority. We urge that the Selectmen weigh the risks of continuing in the present manner against the relatively simple task of adopting formal purchasing policies. We believe that the Town urgently needs a purchasing system.

FIXED ASSETS

While many communities have not maintained formal accounting records of their fixed assets, the Town of Windham does not have a centralized inventory of its fixed asset investment. We recommend that the Town complete an inventory of its existing fixed assets and institute a numbering system for them. Formal accounting records should be established for all new acquisitions.

PAYROLL PROCEDURES

Our review of payroll accounting disclosed that the Selectmen sign payroll transfer checks from the general account to the payroll account without knowledge of the amount of funds to be transferred.

Under current procedures the payroll clerk prepares the payroll for the service bureau on Monday mornings. At the regularly scheduled weekly meetings the Selectmen sign three checks. The first check is for net payroll, the second check is for withholding taxes and the third check is for the amount due to the employee credit union. At the time of the signing, the Selectmen do not know the amount of these three payroll transfer checks. Each Wednesday morning, the payroll clerk receives the payroll register from the bank and inserts the dollar amounts on these three checks. Each Wednesday, the Town Treasurer signs these three checks after the amounts have been determined.

We believe that this procedure is a weakness in good internal accounting controls because the Selectmen are authorizing the Treasurer to pay out an unspecified dollar amount. However, we believe that the adoption of additional procedures can alleviate our concerns in this area. Therefore, we recommend that the Board of Selectmen implement the following:

- * The Board should adopt a formal procedure to approve all payroll amounts in detail no later than the regularly scheduled meeting following the pay period.
- * We recommend that the Selectmen authorize the board chairman to personally approve all payroll changes. In conjunction with this authorization the Board of Selectmen should formally notify the service bureau not to accept payroll changes without the chairman's signature.

OTHER

The objective of internal accounting control is to provide reasonable, but not absolute assurance as to the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgement by management.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgement, carelessness or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally by management with respect to the estimates and judgements required in the preparation of financial statements. Further, projection of any evaluation procedures may become inadequate because of changes in conditions and that the degree of compliances with the procedures may deteriorate.

Our study and evaluation of the Town's system of internal accounting control for the year-ended December 31, 1980 which was set forth in the first paragraph, would not necessarily disclose all weaknesses in the system.

ADDITIONAL RECOMMENDATIONS

While not material weaknesses in internal control, our study of the Town's system pinpointed the following areas where fiscal management could be enhanced.

ACCOUNTING SYSTEM

Windham's dollar volume of cash transactions has doubled in the past four years. The accounting records kept by the Town were designed for a much smaller municipality than Windham is today. We recommend that the Town adopt a comprehensive general ledger accounting system. An accounting system is much more than a set of books. It encompasses a structure of source documents, journals, ledgers, procedures and controls involving recording, summarizing, and analyzing the financial activity of the Town. The adoption of a modern accounting system could in itself resolve the areas where internal control is inadequate as well as enable users of financial information, both internal and external, better access to data. We believe that the Town can no longer efficiently operate with the present system.

TRUSTEE OF TRUST FUNDS

Currently the Town's cemetery trust funds are deposited in over 250 separate accounts with eight different banks. We recommend that the trustees consider the creation of a common trust fund. The pooling of individual cemetery trust accounts would make practicable the ownership of high yield investment securities while allowing the trustees greater control over the funds.

PUBLICATION REQUIREMENT

The provisions of R.S.A. 71-A:1 require only this letter be published in the next annual report of the Town.

We recommend that you also publish the accompanying financial statements, footnote disclosures and auditor's opinion in their entirety in your next report. If you decide to publish the accompanying financial statements, you must include both footnote disclosures and our auditor's opinion as part of the Town Report. In addition, the auditor's report may not be published without the accompanying financial statements and footnotes.

We extend our thanks to the officials of the Town of Windham for their assistance during the course of our audit.

**MUNICIPAL SERVICES DIVISION
DEPARTMENT OF REVENUE
ADMINISTRATION**

REPORT FROM THE AUDIT AND BUSINESS PRACTICES COMMITTEE

The committee has met and presented procedures to the Board of Selectmen during the year. These procedures were adopted as Town procedures and policy and implemented with their cooperation. The attached report covers the committees response to the deficiencies outlined in the current audit report from the Department of Revenue Administration titled "Transmittal and Commentary Letter" dated February 6, 1981.

In addition the committee feels that the Town would be well advised to consider the following:

1. Bi-Annual collection of property taxes and changing of the fiscal year.
2. Installation of modern accounting equipment and procedures to handle the business transactions, budget and disbursement, of the Town.
3. Remodel and reorganization of the Town Hall offices and working areas.

The details of the above items and the attached report were presented at a regular meeting of the selectmen.

Respectfully submitted,

**L. SCHULTZ, Chairman
H. EPSTEIN
D. HEATH
M. KINGSLEY
B. SWAN**

The following deficiencies were noted in the audit for fiscal 1980 and covered in a report dated Feb. 6, 1981 titled "Transmittal and Commentary Letter" from the State of New Hampshire Department of Revenue Administration.

"Incomplete Accounting Records"

"The selectmen do not maintain a Cash Receipts Journal."

A cash Receipts Procedure was developed and implemented. Prenumbered receipts and Journal was prepared and is in use by the Selectmen's office.

"Investment Policy"

"The Town Treasurer invests idle funds without approval of the Board of Selectmen..."

All cash transactions are now done by the Selectmen's Payment Order (check) only. Investment of other funds are by letter with concurrence of the Board of Selectmen.

"Developers Performance Bonds"

"...we noted that adequate accounting controls are not maintained over trust funds..."

A journalized formal accounting system was set up. Bonds are alphabetized and recorded now as received in the Selectmen's office.

Purchasing

"Purchasing in the Town of Windham is a function of individual department heads. The selectmen's office does not participate in the process and there are no formal procedures..."

A policy and procedure has been adopted and implemented Town wide. Pre-numbered Purchase Orders are being issued. Vendors were advised, in writing, of the requirement to have Purchase order to insure payment of invoices.

A procedure for bidding has been drafted and will be presented to the Selectmen.

Fixed Assets:

"We recommend that the Town complete an inventory of its fixed asset investment..."

It is the committee's opinion that the cost of inventorying, researching and maintaining a "Fixed Asset" account would not balance off to the good of the Town. It is suggested that the same thing could be accomplished by having the department heads maintain an inventory perhaps as part of the maintenance programs.

"Payroll Procedures"

"Our review of payroll accounting discloses that the Selectmen sign payroll transfer checks from the general account to the payroll account without knowledge of the amount of funds to be transferred..."

A transfer from the General Fund to the Payroll account has been made. The account is now reimbursed after the payroll records are reviewed and approved by the Selectmen.

Accounting System

"...We recommend that the Town adopt a comprehensive general ledger accounting system..."

A debit/credit accounting system including a General Ledger is being implemented through the Treasurer's office. It should be in full operation and detailed by the end of this fiscal year.

"Trustees of Trust Funds"

"Currently the Town's cemetery trust funds are deposited in over 250 separate accounts with eight different banks..."

State laws require a cumbersome detailed accounting of each account principle and earnings. The committee contacted major banks in southern New Hampshire and was not able to find one with the available programs to handle the necessary accounting functions. Should the Town choose to purchase a modern accounting program and equipment system the income from the trust accounts would double when incorporated into this system.

In summary it should be pointed out that this committee could only draft and recommend changes and improvements. The ultimate responsibility for maintaining and making additional improvements is the responsibility of the Selectmen.

COMPARATIVE STATEMENT OF APPROPRIATIONS AND EXPENDITURES

Fiscal Year Ended December 31, 1981

	Appropriations Forwarded From 1980	Appropriations 1981	Receipts & Reimburse- ments	Total Amount Available	Expenditures	BALANCES			Appropriations Forwarded to 1982
						Unexpended	Overdrafts		
GENERAL GOVERNMENT:									
Town Officers' Salaries		23,000.00		23,000.00	25,994.10		2,994.10		
Town Officers' Expenses		51,832.00	169.30	52,001.30	55,819.79		3,818.49		
Election and Registration		2,700.00		2,700.00	1,988.85	711.15			
Town Hall and Other Building Expenses		23,300.00		23,300.00	14,655.12	8,644.88			
Reappraisal		100,000.00		100,000.00	77,261.14	7,738.86			15,000.00
Assessing		13,000.00		13,000.00	7,770.06	5,229.94			
Searles Building		9,200.00		9,200.00	3,574.69	625.31			5,000.00
PROTECTION OF PERSONS AND PROPERTY:									
Police Department		178,348.00		178,348.00	189,605.62		11,257.62		
Contracted Police		10,000.00		10,000.00	5,095.54	4,904.46			
Dispatching		50,117.00	209.25	50,326.25	49,446.91	879.34			
Fire Department		232,249.00	557.76	232,806.76	210,592.56	6,214.20			16,000.00
Building Department		42,571.00	80.61	42,651.61	34,636.33	8,015.28			
Planning and Zoning		10,555.00	24.00	10,579.00	5,355.18	5,223.82			
Dog Officer		7,292.00		7,292.00	8,821.92		1,529.92		
Insurance		79,650.00	978.32	80,628.32	75,639.22	4,989.10			59.56
Conservation Commission	602.41	900.00		1,502.41	1,442.85				
HEALTH DEPARTMENT:									
Health Department		6,000.00		6,000.00	2,468.77	3,531.23			
Vital Statistics		75.00		75.00	72.75	2.25			
Disposal Site		76,752.00		76,752.00	75,242.15	1,509.85			
HIGHWAYS AND BRIDGES:									
Town Road Aid		1,151.60		1,151.60	1,151.60				
Town Maintenance - Summer		124,200.00		124,200.00	127,980.58				3,780.58
- Winter		79,000.00		79,000.00	85,388.49				6,388.49
Street Lighting		7,000.00		7,000.00	7,352.36				352.36
Engineering Department		7,500.00		7,500.00	7,500.00				
LIBRARIES:									
Library		46,833.00	330.81	47,163.81	45,492.94	1,670.87			

PUBLIC WELFARE:					
Old Age Assistance and Needy Persons	22,855.00	210.00	23,065.00	14,030.65	9,034.35
Mental Health Center	5,098.50		5,098.50	5,098.50	
Derry Visiting Nurse Assoc.	6,864.00		6,864.00	6,864.00	
PATRIOTIC PURPOSES:					
Memorial Day and Other Celebrations	350.00		350.00	211.77	138.23
RECREATION:					
Recreation Program	16,000.00	11.66	16,011.66	12,365.91	3,645.75
PUBLIC SERVICE ENTERPRISES:					
Cemeteries	14,086.00	288.00	14,374.00	13,481.52	892.48
UNCLASSIFIED:					
Damages and Legal Expenses	10,000.00		10,000.00	8,997.85	1,002.15
Employees' Retirement	28,000.00		28,000.00	34,660.54	6,660.54
CETA	4,000.00		4,000.00	-0-	4,000.00
Senior Citizens Matching Funds	2,000.00		2,000.00	2,000.00	
DEBT SERVICE:					
Principal-Long Term Notes	20,000.00		20,000.00	20,000.00	
Interest-Long Term Notes	5,862.45	287.50	6,149.95	6,149.95	
Interest on Temporary Loans	85,500.00		85,500.00	86,026.04	526.04
CAPITAL OUTLAY:					
Fire Department Ambulance	24,950.00		24,950.00	24,932.00	18.00
Senior Center Improvements	10,000.00		10,000.00	16,294.00	6,294.00
Water Hole Improvements	2,000.00		2,000.00	2,000.00	
Library Addition	210.00		210.00	210.00	
PAYMENTS TO CAPITAL RESERVE					
FUND:					
Firefighting Equipment	3,000.00		3,000.00	3,000.00	
PAYMENTS TO OTHER					
GOVERNMENTAL DIVISIONS:					
School District Tax	1,457,177.00		4,178,420.25	2,518,577.00	1,659,843.25
County Tax	2,721,243.25		175,694.00	175,694.00	
State of New Hampshire	175,694.00	510.50	510.50	510.50	
OVERLAY:					
Abateements and Refunds	48,000.00		48,000.00	16,044.81	31,955.19
EXPENDITURE REFUNDS:					
Withdrawal from Capital Reserve Fund (Fire Hose)		2,600.00	2,600.00	2,600.00	
TOTALS	\$1,469,989.41	\$6,257.71	\$5,852,975.92	\$4,090,098.56	\$43,602.14
					\$1,695,902.81

STATEMENT OF DEBT SERVICE REQUIREMENTS

As of December 31, 1981

	Incinerator Notes	Police Station Notes
	5¾ %	4¼ %
Amount of Original Issue	\$95,000	\$99,999
Date of Original Issue	July 15, 1974	May 8, 1978
Principal Payable Date	July 15	May 8
Interest Payable Date	Jan. 15 & July 15	Nov. 8 & May 8
Payable at	Pelham Bank & Trust	Pelham Bank & Trust

				Total	
Maturities-					
Fiscal Year Ending	Principal	Interest	Principal	Interest	Principal Interest
December 31, 1982	10,000	1,725	10,000	3,087.45	20,000 4,812.45
December 31, 1983	10,000	1,150	10,000	2,612.45	20,000 3,762.45
December 31, 1984	10,000	575	10,000	2,137.45	20,000 2,712.45
December 31, 1985			10,000	1,662.45	10,000 1,662.45
December 31, 1986			10,000	1,187.45	10,000 1,187.45
December 31, 1987			10,000	712.45	10,000 712.45
December 31, 1988			9,999	237.48	9,999 237.48
	\$30,000	\$3,450	\$69,999	\$11,637.18	\$99,999 \$15,087.18

TOWN CLERK'S REPORT

JANUARY 1, 1981 - DECEMBER 31, 1981

DR.

Motor Vehicle Permits Issued: (6110)	\$208,758.50
Dog Licenses Issued:	
950 Licenses	
4 Kennels	
9 Replacements	\$4,388.60
Add: Penalties - 534 at \$1.00	534.00
	<u>\$4,922.60</u>
Less: Fees - 963 at \$.50	<u>483.50</u>

	4,439.10
Filing Fees	5.00
Income from Dog Officer	1,700.00
Sale of Town Information	425.00
Fees - Uncollected Checks - 9 at \$5.00	45.00
Boat Taxes (193 permits)	1,078.85
Copy Money	<u>241.05</u>
TOTAL	\$216,692.50

CR.

Remittances to Tax Collector - Boat Permits	\$1,038.85
Remittances to Treasurer:	
Motor Vehicle Permits	\$208,758.50
Dog Licenses	4,439.10
Filing Fees	5.00
Boat Permits	40.00
Total Miscellaneous	<u>2,411.05</u>
	<u>\$215,653.65</u>

TOTAL	\$216,692.50
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Respectfully submitted,

JOAN C. TUCK
Town Clerk

TAX COLLECTOR'S REPORT

Summary of Warrants Property, Resident, Yield and Land Use Change Taxes

Fiscal Year Ended December 31, 1981

DR.	1981	Levies of 1980	1979
Uncollected Taxes - January 1, 1981			
Property Taxes	\$	\$621,503.72	\$
Resident Taxes		2,390.00	60.00
Tax Committed to Collector			
Property Taxes	3,670,063.37		
Resident Taxes	36,760.00		
Yield Taxes	16.25	3,559.95	
Land Use Change Taxes	3,600.00		
Added Taxes			
Property Taxes	411.40		
Resident Taxes	2,990.00	340.00	
Overpayments		11.00	
Subsequent Tax Fees	4.00		
Interest Collected on Delinquent Taxes		12,953.87	
Penalties Collected on Resident Taxes	137.00	271.00	2.00
	<u>\$3,713,982.02</u>	<u>\$641,029.54</u>	<u>\$62.00</u>
CR.			
Remittances to Treasurer			
Property Taxes	\$2,954,839.33	\$603,494.08	\$
Resident Taxes	36,210.00	1,920.00	20.00
Yield Taxes	16.25	2,843.95	
Land Use Change Taxes	3,600.00		
Penalties on Resident Taxes	137.00	271.00	2.00
Interest		12,953.87	
Overpayments		11.00	
Subsequent Tax Fees	4.00		
Abatements Allowed			
Property Taxes	4,958.20	17,915.84	
Resident Taxes	300.00	660.00	30.00
Yield Taxes		170.00	
Uncollected Taxes December 31, 1981			
Property Taxes	710,677.24	93.80	
Resident Taxes	3,240.00	150.00	10.00
Yield Taxes		546.00	
	<u>\$3,713,982.02</u>	<u>\$641,029.54</u>	<u>\$62.00</u>

SUMMARY OF TAX SALES ACCOUNTS

Fiscal Year Ended December 31, 1981

DR.	Levies of:		
	1980	1979	1978
Unredeemed Taxes January 1, 1981	\$	\$43,137.39	\$12,792.26
Tax Sale April 13, 1981	178,222.30		
Interest Collected After Sale	2,872.04	2,555.98	2,745.94
Redemption Costs	1,014.25	349.60	148.90
TOTAL DEBITS	\$182,108.59	\$46,042.97	\$15,687.10
CR.			
Redemptions	\$109,577.70	\$21,583.64	\$12,416.03
Interest and Costs	3,886.29	2,905.58	2,894.84
Deeded to Town	487.24	404.08	376.23
Abatements Allowed	2,333.10		
Unredeemed Taxes December 31, 1981	65,824.26	21,149.67	
TOTAL CREDITS	\$182,108.59	\$46,042.97	\$15,687.10

Respectfully submitted,
LOIS LEE
Tax Collector

TOWN OF WINDHAM, N.H. CONSOLIDATED TREASURER'S REPORT

L. Anderson January 1st through June 20th, 1981

L. Schultz July 1st through December 31st, 1981

Received from:	Cash Receipts		Total Receipts for 1981
	June 30th	Dec. 31st	
Tax Collector	725,902.00	3,046,497.00	3,772,399.00
Town Clerk	98,729.00	116,924.00	215,653.00
Building Dept.	6,991.00	9,251.00	16,242.00
Selectmens Office	33,980.00	266,370.00	300,350.00
Recreation Dept.		4,197.00	4,197.00
Police Dept.		5,431.00	5,431.00
Interest Earned	38,570.00	49,078.00	87,648.00
Treasurers Idle Fund	2,600,000.00	1,940,000.00	4,540,000.00
Trust Fund Receipts	3,136.00		3,136.00
Tax Anticipation	1,800,000.00		1,800,000.00
Revenue Sharing		20,000.00	20,000.00
Miscellaneous		263.00	263.00
	5,307,308.00	5,458,011.00	10,765,319.00

Cash Reconciliation

Balance as of December 31st 974,503.00

Total Cash Receipts 10,765,319.00

Total Cash Disbursements 10,224,999.00

540,320.00

Cash on Hand December 31st, 1981 1,514,823.00

TREASURERS REPORT: DEVELOPERS PERFORMANCE BONDS, MORTGAGES AND DEEDS HELD

CONSERVATION COMMISSION

(Land Acquisition Fund)

Balance as of Jan. 1, 1981 6,413.00

Deposit 602.00

Interest 404.00

7,419.99

Developers Performance Bonds

Glance 1,500.00

Terra-Firma Inc. 7,500.00

Hayes, William 250.00

Atalla, Anthony 500.00

Wooded Estates	10,000.00	
Panciocco-Tokanel	6,000.00	
Nawn, George	2,072.00	
Morgan, James	1,100.00	
Vars, Charles A.	7,500.00	
Laly's Realty Trust	8,600.00	
Simard, Donald	500.00	
Young Bros.	500.00	
Forest & Nash	3,900.00	
Six K's Development	7,120.00	
Jarosky, Chester	10,000.00	
		67,042.00

Mortgages held:

Rocco DeCarolis Bros., Inc.	
Shiber, Robert and Kathryn	22,000.00

Deeded property
Laly's Realty Trust

FEDERAL REVENUE SHARING ACCOUNT

Balance as of January 1, 1981		2,194.00
Revenue Sharing Receipts	40,277.00	
Interest Earned	1,446.00	
	41,723.00	
Less: Withdrawals	-40,000.00	
		1,723.00
Balance as of December 31, 1981		3,917.00

REPORT OF THE TRUST FUNDS

Fiscal Year Ended December 31, 1981

NAME AND PURPOSE OF TRUST FUND	PRINCIPAL			INCOME			Principal & Interest Bal. End Year
	Balance Beginning Year	New Funds Created	Balance End Year	Balance Beginning Year	Income During Year	Expended During Year	Balance End Year
CEMETERIES:							
General Care of Cemeteries	\$ 6,510.71	\$ 650.00	\$ 7,160.71	\$ 651.40	\$ 360.84	\$ 300.00	\$ 7,872.95
Care of Cemetery-on-the-Hill	1,189.03		1,189.03	39.92	68.88	65.04	1,232.79
Perpetual Care	37,340.00	1,150.00	38,490.00	2,218.17	2,174.79	1,941.65	40,941.31
Neglected Lots	500.00		500.00	26.51	30.20	25.00	531.71
Graphelia Park	1,000.00		1,000.00	39.89	84.01	81.76	1,042.14
Martha Clark Fund	2,000.00		2,000.00		163.50	163.50	2,000.00
Dora Haseltine Fund	500.00		500.00		28.80	28.80	500.00
Cemetery-on-the-Plain Fund	17,574.89		17,574.89	5,007.25	1,111.66		23,693.80
LIBRARIES:							
Public Library Fund	3,000.00		3,000.00		223.36	223.36	3,000.00
Library Books	1,000.00		1,000.00		81.76	81.76	1,000.00
Armstrong Memorial Fund	1,135.63		1,135.63	35.12	184.34	180.80	1,174.29
SCHOOL FUNDS:							
Searles School Repair Fund	1,000.00		1,000.00	170.15	9.72	81.76	179.87
Elizabeth Wilson Fund	1,022.00		1,022.00		81.76	81.76	1,000.00
No. 2 Fund	1,000.00		1,000.00		84.29	84.29	1,022.00
No. 3 Fund	1,000.00		1,000.00		82.45	82.45	1,000.00
No. 4 Fund	1,000.00		1,000.00		78.36	78.36	1,000.00
No. 6 Fund	1,000.00		1,000.00		81.76	81.76	1,000.00
Sale of School Building	370.00		370.00	1,045.82	69.57		1,115.39
MINISTERIAL FUNDS	1,989.63		1,989.63		150.01	150.01	1,989.63
CAPITAL RESERVE FUNDS:							
Land Purchase	4,200.00		4,200.00	2,340.29	384.28		2,724.57
Recreation Commission	1,000.00		1,000.00	536.16	88.13		624.29
Fire Equipment	1,438.00	3,000.00	1,838.00*	67.11	95.95		163.06
NEEDY PERSONS	1,400.00		1,400.00	2,888.30	210.68		3,098.98
REPAIR TOWN BUILDINGS	1,979.65		1,979.65	96.90	167.41	161.82	102.49
TOTALS	\$89,149.54	\$6,600.00	\$91,349.54	\$15,162.99	\$6,096.51	\$3,812.12	\$17,447.38
							\$108,796.92

* Reflects \$2,600.00 Withdrawn in 1981.

SELECTMEN'S REPORT

Once again the time has come to report the events of the year. To communicate to you our growth rate and population increase which the recent census indicated as an approximate year round figure of 6,000 residents.

Past Selectmen's reports indicated high residential construction and increased commercial development which today compares to a present slow down due to inflation with high interest rates affecting us all.

The question of a Master Plan for a controlling guide in growth would undoubtedly be best answered at this time while the economy provides us with an opportunity to catch our breath.

We have recently gone through reevaluation and have tried to maintain a fair and acceptable tax rate through scrutiny in our governmental operations and expenditures and even though we have had difficulties had persisted for the interest of all the tax payers. As town growth occurs so does the need for increased public services as our worthy predecessors have stated. We all must obviously be aware of the needs of the town therefore the growth factor is paralleled by the need for services.

The Fire Department through voter support at the 1981 town meeting was granted an expansion to the building. This will provide a streamlining of the department and continue to show expertise through training of the personnel. We are very fortunate to have the high quality of proficiency exhibited by our firemen.

The Police Department has been operating at an increased rate due to local residential responses and the traffic flow through our town. The greater area growth factors also affect our public services and so our awareness is necessary to receive the most benefits for the least cost.

The town office has been provided with an accounting procedure and purchase order system. We have made a start in response to the annual report of the state auditors and look to future administrations to continue in this direction.

We have seen the new Senior Citizens Building made available for use and complement all those who had strived so hard for this most worthy project. The completion of the building in its entirety is the next challenge to provide additional benefits to the community.

Our library continues to grow through the addition of reading materials and reference books.

Our incinerator is rapidly approaching the point of more costly repairs lending to the projected life span of the system when built.

The increased duties of the dog officer places upon us all the need to determine the future direction of our concerns toward the dog control ordinance.

In summary, what we must be aware of is the ever increasing cost of government, the management of it, and the managers themselves. Government requires a common effort by everyone involved and we are all involved. We must continue to maintain openness and receive the constituency at all times with respect and regard for it was stated somewhere that government is of the people, by the people, and for the people.

Our humble appreciation to all of you.

**Respectfully,
MORTON C. PEARLMAN
DAVID A. PEPPER
MARGARET A. CASE**

POLICE DEPARTMENT REPORT

The members of the police department have a two-fold goal, to decrease motor vehicle accidents and reported crimes, to make Windham a safe community in which to live. Our efforts in 1981 were successful. Through aggressive patrols and citizen involvement, we show a second straight year of reductions in accidents. In 1980, we reported 211 accidents, while 1981 shows 183, a reduction of 13.3%. Reported crimes also show a reduction; rape down 50%, auto theft down 50%, burglary down 28%, theft down 12.7% and vandalism down 1.2%. For all reportable crimes, 1981 shows a decrease of 13.4% from the crimes reported in 1980.

We would like to continue this trend, and encourage the continued support of the citizens of Windham to assist us in our goal. Without that support and assistance, our goals cannot be attained. With that support, Windham can remain the safe community we have come to expect.

TOTAL NUMBER OF CALLS-20,064

Accident	(2 Fatal) 183	Indecent Exposure	2
Alarm	400	Information	347
Animal	50	Juvenile	2
Arrest	145	Liquor Violations	3
Assault	11	Littering	17
Assist Fire Department	375	Lost/Stolen Property	24
Assist Outside Agency	286	Miscellaneous	15,681
Assistance	197	Missing Persons	5
Attempted Burglary	16	Missing Persons Located	7
Attempted Theft	5	Open Door	15
Attempted Suicide	3	Property Check	342
Attempt to Locate	8	Prowler	4
Bomb Threat	2	Rape	1
Burglary	69	Recovered Motor Vehicle	29
Car Fire	8	Recovered Property	62
Child Abuse	1	Repossession	12
Civil Dispute	5	Runaway	5
Complaint	449	Stolen Motor Vehicle	7
Disabled M.V.	230	Suicide	1
Disturbance	58	Suspicious Circumstances	59
Dog Bite	5	Suspicious Motor Vehicle	211
Domestic	87	Suspicious Person	95
Explosives/Fireworks	18	Theft	181
Extortion	1	Theft of Services	6
Forgery	3	Trespass	27
Harassment	93	Truant	16
Hit and Run	11	Unattended Death	2
		Unwanted Guest	24
		Vandalism	162

ARRESTS-190

Assault	5	Liquor Laws	18
Auto Theft	10	Narcotics	7
Burglary	11	Rape	1
Concealed Weapon	1	Receiving Stolen Property	5
Disorderly Conduct	1	Runaway	4
Driving While Intoxicated	13	Theft	12
Drunkenness	5	Trespass	4
Fraud	1	Vandalism	17
Fugitive	3	Warrants	40
Harassment	1	Other	31
Motor Vehicle Violations	321	Court Fines Collected	\$16,686.00
Number of Miles Driven	140,012	Collected from Bad Checks	\$1,347.40

POLICE FINANCIAL STATEMENT

Appropriation-\$178,348.00

Expenditures:

Salaries	\$127,687.74
Overtime	4,761.18
Holiday Pay	2,629.88
Special Officers	7,547.04
Clothing Allowance	1,750.00
Gasoline	16,659.75
Telephone	2,812.99
Cruiser Repairs	3,901.57
Training	1,189.29
 New Cruiser	 7,569.17
Equipment	3,719.59
Equipment Maintenance	586.11
Office Supplies	392.58
Printing	782.23
Radio Repairs	524.33
Heat	1,466.94
Electricity	2,093.06
Janitor	2,272.07
Station Maintenance	609.88
Miscellaneous	650.22
Total Expenditures	\$189,605.62
 Appropriation	 \$178,348.00
Total Expenditures	189,605.62
Overdraft	\$ 11,257.62

INCOME:

Gun Permits	\$478.00	
Auction	512.00	
Parking Fines	38.00	
Copy Fees & Misc.	1,212.10	
Highway Safety (Reimb. for Patrolman)	<u>7,969.57</u>	10,209.67

Cost of Department	\$179,395.95
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CONTRACTED POLICE**Appropriation - \$10,000.00****Expenditures:**

Salaries of Officers		\$5,095.54
Appropriation	\$10,000.00	
Total Expenditures	<u>5,095.54</u>	
Unexpended Balance	\$4,904.46	

INCOME: Reimbursements	<u>\$5,234.26</u>
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Cost of Department	minus \$138.72
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Respectfully submitted,**NORMAN J. CRAWFORD**
Chief of Police

FIRE DEPARTMENT REPORT

FIRE CALLS

11	Building Fires	19	Mutual Aid
23	Vehicle Fires	11	Flooded Cellars
13	Gas, Oil, Chemical Leaks	9	Smoke Checks
33	Chimney Fires	25	Service Calls
11	Power Lines	2	Lost Children
26	Brush and Grass Fires	2	Water Rescues
14	Heating Systems	1	Motor Glider Plane Crash
9	Electrical Fires	2	Dumpster Fires
296	Ambulance Calls	3	Lightning Strikes
25	First Aid at Station	77	Wood Stove Inspections
5	Illegal Burns	19	New Burner Permits
1	Animal Rescue	650	TOTAL

Telephone Calls - 8,604

Building Fire Loss - \$10,000

The year 1981 was a fairly busy one for the Fire Department. Even though we had fewer building fires, chimney fires caused by wood stoves was still a problem. Again, we ask that all people with wood stoves be cautious when using them. Clean your main chimney at least once a year - check it often as well as the stove pipe, which should be cleaned frequently. Fireplace installations are the biggest problems.

As pointed out in the past, repairs to fire apparatus are very crucial due to the age of the equipment. Of the three fire engines in service, the newest is starting its eighth year while the other two are now in their seventeenth year. The town is growing - we now have some nine industrial buildings in town, along with several business complexes located along Route 28.

This year, I am recommending that we start a Capital Reserve Fund to save money towards the purchase of fire apparatus which will be needed in a few years. With an appropriation to this fund each year, the accumulated monies would help defray the costs of purchasing new equipment when the time comes.

We are happy to report that the addition to the fire station is nearly complete, and an invitation will be extended to the public to visit the facility in the near future. The expansion has added 3,200 square feet to the structure and the town received a lot for the money appropriated. We now have the much needed office space and living quarters, as well as training and storage areas. This addition will provide sufficient space to meet our needs for several years, and we extend our appreciation to the voters last March for approving the funds for the station addition.

I would like to thank all the permanent and call firefighters for doing a good job in 1981. I wish to express my thanks, also, to the people of Windham for their continued support at Town Meeting and throughout the year.

FINANCIAL STATEMENT

Appropriation - \$232,249.00

Expenditures:

Salaries	\$120,716.19
Overtime	6,773.11
Holidays	4,108.38
Call Men	16,544.30
Equipment Repairs	6,296.09
Telephone	2,016.46
Station Maintenance	6,081.92
Gas and Oil	5,850.10
New Equipment	2,375.87
Clothing Allowance	1,750.00
Ambulance	594.45
Training	800.25
Miscellaneous	378.44
Station Addition	36,307.00

Total Expenditures

\$210,592.56

Appropriation	\$232,249.00
Total Expenditures	210,592.56
Unexpended Balance	21,656.44
Add: Forest Fire Reimb.	257.76
Grant Funds	300.00

Total Unexpended Balance

\$22,214.20

INCOME: Ambulance Fees

\$2,025.00

Respectfully submitted,

STANLEY J. MACKEY
Fire Chief

BUILDING INSPECTOR'S REPORT

TYPE OF PERMIT	NO. ISSUED	ESTIMATED COST
Single-family Dwellings	60	\$3,236,500.00
Residential Garages and Carports	21	132,800.00
Non-residential Buildings	14	48,800.00
Industrial Buildings	4	880,000.00
Structures Other Than Buildings	37	121,950.00
Residential Alterations and Additions	74	430,314.00
Office, Bank, and Professional Buildings	2	137,000.00
Buildings Razed	1	
Temporary Mobile Home	1	
TOTAL	214	\$4,987,364.00
Electrical	164	
Plumbing	76	
Sewage	87	
Chimney	70	
Well	53	
TOTAL	450	

FINANCIAL STATEMENT

Appropriation - \$42,571.00

Expenditures:

Salaries - Chief Inspector	\$20,571.20
Assistant Inspector	7,854.76
Secretary	3,805.00
Telephone	531.55
Transportation	504.88
Office Supplies and Equipment	560.70
Car Repairs	223.12
Training	300.00
Miscellaneous	285.12

TOTAL EXPENDITURES **\$34,636.33**

Appropriation	\$42,571.00
Total Expenditures	<u>34,636.33</u>
Unexpended Balance	\$ 7,934.67
INCOME: Permit Fees	\$14,622.00

Total Cost of Department \$20,014.33

Respectfully submitted,

CLIFFORD A. LAMERE
Chief Building Inspector

HIGHWAY DEPARTMENT REPORT

During the year 1981, a long-time goal of paving Meetinghouse Road in its entirety was realized when the remaining section was paved using highway subsidy funds. Along with general summer maintenance, other projects included correcting and/or improving drainage problems on Old Mill Road, Glance Road, Woodland Road and Hawley Road, with the installation of swales and/or catch basins.

FINANCIAL STATEMENTS

Summer

Appropriation - \$124,200.00

Expenditures:

Road Agent	\$98,122.41
Sub-Contracts	3,620.00
Cold Patch, Sand, etc.	17,303.59
Culverts, Catch Basins	3,557.53
Signs	668.20
Resealing Oil	4,406.69
Parts and Supplies	235.91
Miscellaneous	66.25

Total Expenditures \$127,980.58

Appropriation	\$124,200.00
Total Expenditures	<u>127,980.58</u>
Overdraft	\$3,780.58

Winter

Appropriation - \$79,000.00

Expenditures:

Road Agent	\$53,568.15
Hired Plowing	5,637.00
Plows, Repairs, etc.	4,292.23
Salt and Sand	18,052.16
Gasoline	3,444.50
Cold Patch	394.45

Total Expenditures \$85,388.49

Appropriation	\$79,000.00
Total Expenditures	<u>85,388.49</u>
Overdraft	\$6,388.49

Respectfully submitted,

JOSEPH CLARK
Road Agent

PLANNING BOARD REPORT

The Year 1981 was a busy and testing one for the Windham Planning Board. For the first time, the Board had to deal with multi-family development in the form of condominiums. Many of our zoning regulations for controlling multi-family development had been passed during the 60's and 70's. Since these regulations were not in the best interest of the town's present planning, the Board, with assistance from Bob Thorndike, presented zoning changes in 1981 to better regulate multi-family development.

The New Hampshire Legislature passed new laws regarding notification of abutters and the use of trailers and manufactured housing in residential zones. These new laws and the work involved in keeping up with normal subdivision and site plan approvals demanded the Board meet every week and burn the midnight oil at just about every meeting.

With regrets, the Board lost Past Chairman Joe Culleton, and Gus Lawlor, member of the Board for 5 years, during 1981. The Board wishes to thank these gentlemen for their time and contributions over the years.

The Master Plan Study Committee and the Planning Board called upon citizens of the Town and received volunteers who researched the necessary information that will be used to bring the useful charts in the Master Plan up to date. Many thanks to these volunteers.

We greatly appreciate the many additional hours and support given by Bob Thorndike, the Building Department Staff, and the Board Secretary during this busy year.

FINANCIAL STATEMENT

Appropriation - \$10,555.00

Expenditures:

Secretary - Planning Board	\$ 775.00
Board of Adjustment	917.50
Legal Notices	757.20
Registry of Deeds	55.33
Supplies and Expenses	629.08
Postage	735.54
New Equipment	931.50
Master Plan Expenses	554.03

Total Expenditures	\$5,355.18
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Appropriation	\$10,555.00
Total Expenditures	5,355.18

Unexpended Balance	\$ 5,199.82
Add: Reimbursement	24.00

Total Unexpended Balance	\$ 5,223.82
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INCOME: Subdivision Fees	\$1,610.00
Board of Adjustment Fees	950.00
Total Income	\$2,560.00
COST OF DEPARTMENT	\$2,795.18

Respectfully submitted,

RONALD COISH, Chairman
NANCY JOHNSON, Vice-Chairman

Board Members:
GEORGE DINSMORE
ROBERT YENNACO
RONALD RUGGIERO
THOMAS CASE
DAVID PEPPER, Selectmen Representative

Alternates:
GEORGE GRENIER
ROBERT MCHATTON
DANIEL QUINLAN

BOARD OF ADJUSTMENT REPORT

There were 34 appeals to the Board of Adjustment in 1981. Mr. Edward Milan was appointed as an alternate member by the Selectmen.

Respectfully submitted,

PETER GRIFFIN, Chairman

THOMAS GROETZINGER,

Vice-Chairman

KENNETH ROGERS, Secretary

ELWOOD STAGAKIS

FRANCIS A. ZINS

RONALD BUSHEY

R. GORDON BERRY, Alternate

BETTY DUNN, Alternate

EDWARD MILAN, Alternate

MARGARET McGRATH, Recording

• Secretary

Board of Adjustment

NESMITH LIBRARY TRUSTEES REPORT

1981 marked the first year that Nesmith Library operated under an elected Board of Trustees. They are: Wendy Denneen, Alice Morgan, Patricia Skinner, Peter Griffin, Francis Traynor and William Hubbard. At our organizational meeting in April, Wendy Denneen was elected Secretary, Peter Griffin, Treasurer, and William Hubbard, Chairman, for a term of one year.

The Trustees are charged with the overall management of the Town Library including the facilities, personnel, policies and budget. The first few months of our trusteeship were devoted to a complete review and evaluation of those matters. From the start, it was apparent that the most pressing matter to be addressed would be the building. While the new wing, opened in 1979, is both modern and efficiently serves the needs of the library, the original building, erected in the early 1900's, presents many problems.

The heating system in the old building is nearly twenty years old and operates at less than 20% efficiency. That, coupled with poorly-fitted storm sash, and lack of storm sash on many windows, no storm door and no insulation, creates a very expensive building to heat and maintain in this climate. The exterior trim of the old building is sorely in need of caulking and painting, and the stonework in need of repointing by a mason. Additionally, both the reference room and stack room are in need of painting, and the former needs additional shelf space. The basement of the old section was rehabilitated several years ago, but lack of funds have prevented its use for storage and work area as planned.

It was decided early that our number one goal would be to expend the funding available to make improvements to the old section of Nesmith Library. Because of limited funds raised in our 1981 budget for maintenance, it was decided to affect savings in other library accounts and to use those savings to make whatever improvements were possible during the current year. That was accomplished and improvements have been made. They include a new storm door, re-fitting and caulking the existing storm sash, and installation of new storm sash where none existed before. Also, lighting fixtures and framing have been purchased to utilize the basement storage area.

Areas of improvement that remain to be undertaken to create an energy-efficient building include a new heating system and insulation of the attic areas of the old building. These are expensive measures, not usual to a library's operating budget. We have, therefore, placed a Library Capital Budget in the 1982 town warrant. If approved by Town Meeting vote, the funds so raised will be expended to purchase a new heating system, and insulate and paint the exterior trim. At a later date, both the Reference Room and Stack Room must be painted and additional shelving provided in the former. It is hoped that funding for these additional items may be derived from donations and fund-raising activities, rather than from tax revenues.

Other matters addressed by the Trustees during our first year included library policies, personnel and programs. A small refrigerator was purchased for use by the staff and groups meeting at the library. By-laws governing the actions of the Board of Trustees and library staff are under review. A formal dedication of the new wing was held in November and that addition dedicated to the people of Windham. Library staff members and Trustees attended several state-wide conferences and seminars during the year.

It is the goal of the Trustees to achieve the best possible library facility for the Town of Windham, and to encourage its use for diversified activities. Many groups avail themselves of the library as a

meeting place and, in turn, have been very supportive of library needs.

Our achievements have been greatly assisted by our Librarian, Mary M. Gwosch, and Assistant Librarian Nancy Berry, together with Library Aides, Thelma Simon, Doris Fogelman, Joan Anthony, and Charlene Cuniffe. The Friends of the Nesmith Library have continued their support with donations of service, equipment and interest in the day-to-day operation of the library. In addition, many citizens have donated funds, books and equipment which have enabled us to enlarge our services without an expenditure of additional tax dollars. To everyone who has assisted us, we are deeply indebted.

Respectfully submitted,

**WILLIAM D. HUBBARD, Chairman
Nesmith Library Board of Trustees**

LIBRARIAN'S REPORT

People Using Library	13,450
New Patrons	456
Books Circulated	25,607
Books Borrowed by Inter-Library Loan	137
Books Loaned to Other Libraries	17
Books Borrowed from Bookmobile	155
Films Borrowed from State	14
Reference Questions	2,261
Reference Books Added, 1981	Books 35 Sets 6
New Books Added	922
Books Discarded	156
Books Owned by Library at Present	12,889
Periodicals	58
Newspapers	2
Records	288
Paperbacks in Circulation (not included in total count)	900

Nesmith Library has come a long way since its beginning in 1871. First housed in the Town Hall, it was moved to the present building in 1899. Eighty-two years, a new addition and numerous interior changes later, the library is still going strong in its efforts to serve the community. From a small collection of books, the library has grown and branched out to other areas. Besides circulating books, 1981 saw the library providing patrons with paperback and coupon swaps, magazines, inter-library loans, state films, microfiche, copying facilities, and a brief fling with computer technology. Possibilities for the next eighty years are mind boggling.

The library is now governed by an elected Board of Trustees whose members are Wendy Denneen, Peter Griffin, William Hubbard, Alice Morgan, Patricia Skinner, and Frank Traynor.

Although Doris Fogelman left library work after five years of dedicated service, Joan Anthony and Charlene Cuniffe have joined Nancy Berry and Thelma Simon. Maria Lepa was with us again this summer. All are to be thanked for their work providing the best library service possible.

Programs sponsored by the library during the past year included the New Hampshire Writers film program, a summer film program for townspeople, Summer Reading Program and Summer Reading Circle, the first Annual Nesmith Library Pet Show and a "Windham Library Week" culminating in an official dedication of the new addition. During this week, various demonstrations of crafts and hobbies were presented by townspeople who graciously donated their time and skills.

Story Hour and Mother Goose, as always, remain popular. This year's success is due to the zeal of our volunteers: Jean Ciarametaro, Peggy Nielson, Janet Arndt, plus the help and encouragement of Jackie Hynes.

The Windham Friends of the Library continue to be tireless in their efforts on behalf of the library. Their donations of time and equipment, as well as their yearly Children's Christmas Bazaar and Art Festival, greatly help both the library and the community. The town is indeed fortunate to have such people.

In 1981, many individuals and groups supported the library with their gifts, donations and services. Among those to be thanked are: Jeffrey Aldrich, Apple Acres, Ray Barlow, Beverly Brabant, Alice Brown, Billy Brown, Tom and Margaret Case, Jean Ciarametaro, Mr. Louis Cizmadia, Mr. and Mrs. Santa Claus, Mr. Hershel Cozone, Betty Csenger, Kathleen Cuddy, Debbie Desrosiers, Mary Devlin, Nancy Devlin, Gardner Dinsmore, Charlie Donohue, Peggy Forand, Friends of the Library, Dotty Goclowski, Pat Grant, Ronny Hoegen, Bill Hubbard, Roland Langlois, Kurt Lawlor (our plants are dry again), Dr. and Mrs. Levin, Library Trustees, Mary Long, Eileen Mackey, Tom McPherson, Tom Marshall, Alice Morgan, Richard Morway, Mrs. Jean Moyer, Skip Munroe, Suzanne and Fred Noyles, Wilbur Otis, Prof. Kenneth Rogers, Joy Rumpf, Cookie Santerre, Kathy Schoenley, Thelma Simon, Vivian Sims, Suzy and Don Stark, Frank Traynor, Joan Tuck, Tom Wilson, Windham Fire Department, Windham Police Department, Windham Woman's Club. Thank you to the man who helped me clean the rubbish off the steps one Saturday, and thanks to all those who go unmentioned, but not unthought of.

Please use the library - it's here for your convenience.

FINANCIAL STATEMENT

Appropriation - \$46,833.00

Expenditures:

Librarian's Salary	\$11,211.20
Assistant Librarians	10,355.77
Library Aide	1,742.00
Electricity	1,626.66
Telephone	512.52
Oil	2,533.66
Books, Magazines, etc.	10,839.41*
Supplies and Maintenance	2,546.46
Records and Non-Print	200.00
Petty Cash and Miscellaneous Expenses	1,007.35
Microfiche	664.83
Programs	503.50
Copy Machine and Supplies	1,749.58
Total Expenditures	\$45,492.94

*\$339.41 of amount shown as expended was returned to town in 1982 - Actual expenditure for books, etc. was \$10,500.00

Appropriation	\$46,833.00
Total Expenditures	<u>45,492.94</u>
Unexpended Balance	\$ 1,340.06
Add: Refunds	<u>330.81</u>
Total Unexpended Balance	\$ 1,670.87

Respectfully submitted,

MARY M. GWOSCH
Head Librarian

SOLID WASTE DISPOSAL SITE REPORT

ANALYSIS OF DISPOSAL SITE OPERATIONS

January 4, 1981 - December 31, 1981

Total Loads - 8,754 x 2.5 cu. yds. - 21,885 cu. yds.

21,885 cu. yds. at 300 lbs. per cu. yd. = 6,565,500 lbs.

6,565,500 lbs. + 2,000 lbs. = 3,282.75 tons

Metal 90.00 tons

Glass 60.00 tons (est.)

Miscellaneous 400.00 tons (est.)

TOTAL 3,832.75 tons

14,500 gals. of Oil Used + 247 days of burning = 58.7 gals. per day

INCINERATOR LOADING

8,754 Loads ÷ 247 days = 35.44 Loads per day

35.44 Loads x 2.5 cu. yds. = 88.6 cu. yds. per day

88.6 cu. yds. x 300 lbs. = 26,580.97 lbs. per day

26,580.97 lbs. ÷ 2,000 lbs. = 13.29 tons per day

MISCELLANEOUS TONNAGE

550 tons ÷ 204 days = 2.7 tons per day

TOTAL AVERAGE DAILY TONNAGE - 18.79 tons

FINANCIAL STATEMENT

Appropriation - \$76,752.00

Expenditures:

Salaries	\$40,352.00
Overtime and Holidays	3,012.47
Incinerator Oil	14,125.67
Propane Gas	229.39
Equipment Gas	1,474.40
Repairs	12,527.87
Electricity	3,103.73
Telephone	261.02
Miscellaneous	155.60

Total Expenditures \$75,242.15

Appropriation \$76,752.00

Total Expenditures 75,242.15

Unexpended Balance \$1,509.85

Total Expenditures	\$75,242.15
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INCOME:

Sale of Materials	2,527.10
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Oil on Hand 1-1-82	
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3,990 gals at \$1.096/gal	4,274.40
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Total Cost of Department	\$68,440.65
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Respectfully submitted,

WAYNE K. HOLM
Disposal Site Superintendent

CEMETERY REPORT

Appropriation - \$14,086.00

Expenditures:

Superintendent's Salary	\$7,756.90
Labor	1,828.72
Truck Expenses	904.00
Supplies, Gas, Equipment Maintenance	561.01
Electricity	44.94
Loam, Seed, etc.	44.95
New Equipment	2,150.00
Miscellaneous	191.00

Total Expenditures	\$13,481.52
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Appropriation	\$14,086.00
Total Expenditures	13,481.52
Unexpended Balance	604.48
Add: Insurance Claim Refunds	288.00
Total Unexpended Balance	892.48

Respectfully submitted,

LEO S. ROOT
Superintendent of Cemeteries

OVERSEER OF PUBLIC WELFARE REPORT

Appropriation - \$22,855.00

Expenditures:

Old Age Assistance and APTD	\$3,373.91
Needy Persons	5,584.89
Hardship Abatements	4,316.85
Rockingham County Community Action Program	555.00
Overseer of Welfare	200.00

Total Expenditures **\$14,030.65**

Appropriation	\$22,855.00
Total Expenditures	14,030.65
Unexpended Balance	8,824.35
Add: Reimbursements	210.00
Total Unexpended Balance	\$ 9,034.35

**Respectfully submitted,
MARGARET A. CASE
Overseer of Public Welfare**

DOG OFFICER'S REPORT

Nineteen hundred eighty-one has proved to be a positive year in relation to animal control. A system whereby any animal-related calls or complaints must be called into the Police Station (434-5577) has been instituted. These calls are then processed and investigated as soon as possible.

The majority of persons involved in dog complaints are cooperative and understanding, and I appreciate this. We continue, however, to have a serious problem with dogs running at large. "At large" can be defined as your pet "off the premises and not under the control of its owner or handler".

Problem areas which appear to repeat themselves many times are listed below:

1. Pets loose at the bus stops.
2. Aggressive dogs chasing joggers or bicyclists.
3. Adjacent neighbors' pets fighting over their perceived territory.
4. Garbage-strewn yards due to prowling dogs.
5. Provoked, as well as seemingly non-provoked, dog bites.
6. Pets constantly barking and disturbing the peace. Consideration for one's neighbors (Whether or not they are pet owners), and communication with said neighbors are essential in settling a related dispute.
7. Dogs whose rabies vaccine have lapsed or not been given.

A communicative and cooperative approach is best for all concerned, but when this approach fails, the letter of the law is left and must be applied.

The Selectmen of the town have assigned me the task of enforcing the rabies and animal control law, and I ask all of you for your assistance in carrying this out.

PLEASE NOTE - ANY CALL OR COMPLAINT SHOULD BE MADE TO WINDHAM POLICE STATION - 434-5577.

Calls Logged at Police Station	752
Dogs Picked Up Running-at-Large	108
Dog Bites	19
Dogs Killed by Cars	9
Written Warnings	121
Dogs Euthanized	38
Penalty Payments Collected for Dogs Running-at-Large	\$1,700.00

TOWN WARRANT

THE STATE OF NEW HAMPSHIRE

To the Inhabitants of the Town of Windham in the County of Rockingham in said State, qualified to vote in Town Affairs:

You are hereby notified to meet at the Center School in said Windham on Tuesday, the Ninth day of March, at Ten of the clock in the forenoon, polls to close not earlier than Eight of the clock in the afternoon, to act upon the following subjects:

1. To choose all necessary Town Officers for the year ensuing.

2. To vote by ballot on the following amendments to the Land Use Regulations and Zoning Ordinance and Zoning District Map of the Town of Windham:

PETITION #1 by Anthony Netto and others: "To amend the Windham Land Use Regulations and Zoning Ordinance and the Zoning District Map of the Town of Windham, New Hampshire, by changing the zoning classification of Windham Tax Map Parcel 11-C-700 from Residence District A to Business-Commercial District A." NOT RECOMMENDED BY PLANNING BOARD.

PETITION #2 by Rosemary Green and others: "To amend the Windham Land Use Regulations and Zoning Ordinance and the Zoning District Map of the Town of Windham, New Hampshire, by changing the zoning classification of Windham Tax Map parcel 11-C-950 from Residence District A to Business-Commercial District A." NOT RECOMMENDED BY PLANNING BOARD.

3. To vote by ballot on the following amendments to the Land Use Regulations and Zoning Ordinance and Zoning District Map of the Town of Windham; said amendments proposed and recommended by the Windham Planning Board:

"To amend the Windham Land Use Regulations and Zoning District Map of the Town of Windham, New Hampshire, by changing the zoning classification of Windham Tax Map parcel 8-B-600 from Rural to Residence C District."

AMENDMENT 1 - Amend Section II - DEFINITIONS - by adding new item to read as follows: "Completed Application: One that contains sufficient information to allow the Board to proceed with consideration and to make an informed decision."

AMENDMENT 2 - Amend Section II - DEFINITIONS - by adding new item to read as follows: "Manufactured Housing: Any and all forms of modular, unitized, or prefabricated housing, as well as mobile homes, which are brought to and assembled on a building site, on a foundation and tied into all conventional and necessary utility systems and which are intended to be used as a permanent dwelling unit. "Manufactured Housing" does not include housing or mobile homes which are fully constructed on the site."

AMENDMENT 3 - Amend Section IV A. by changing "special exception" to "variance".

AMENDMENT 4 - Amend Section V E. - CHANGE OF USE - SITE PLAN REVIEW - to read as follows: "Any and all changes of use of any building or structure shall require Site Plan approval, except that the Planning Board has the option of granting approval without a Public Hearing provided that the size of the building does not change and the new use is a permitted use in the zone and the use does not demand any additional requirements of the lot beyond the previous use."

AMENDMENT 5 - Amend Section V D. by striking it in its entirety and renumbering Section V E. above to appear as V D. (Present section V D. covers structures (docks, wharfs, etc.) at water's edge, which is covered by our Wetland Ordinance.)

AMENDMENT 6 - Amend Section VI A. 2. b. by adding after "normal high water of said pond." in Line 14 the following: "In case of said brook, stream or pond having adjacent wet areas, the Wetland and Watershed Protection District shall terminate at the outer edge of the said adjacent wet areas, but shall be no less than 100 ft. from centerline of said brook, stream, or 100 ft. from normal high water of said pond." In Line 15, change "above" to "Wetland and Watershed Protection District setback".

AMENDMENT 7 - Amend Section VI A 5 c. to read as follows: "Wetland areas shall not be used to satisfy minimum lot areas and setback requirements, but may be included in the total lot area. Wetland and Watershed Protection District areas may be used to satisfy minimum lot area and setback requirements, provided that the Wetland and Watershed Protection District portion of the total lot area is no greater than 35% of the total lot requirements and the building and septic system can be designed to town and state regulations outside of Wetland and Watershed Protection District area, and that the useable area of the lot shall be contiguous."

AMENDMENT 8 - Amend Section VI C. 1. by adding new item "e", to read as follows: "There may be outdoor, overnight parking of commercial vehicles having less than 8,000 G.V.W. and two or less axles. The outdoor, overnight parking of one unregistered motor vehicle is permitted. For recreational vehicles, see Section VII I."

AMENDMENT 9 - Amend Section VI C. 2. a. by adding, "or as amended" after "dated August 1962," and striking "Appendix A to this Ordinance" in the same sentence.

AMENDMENT 10 - Amend Section VI C. 2. a. 2. by striking "See Appendix A to this Ordinance."

AMENDMENT 11 - Amend Section VI. C. 2. by striking "permitted upon approval of the Board of Adjustment as provided in Section IX.", and adding new item "b." to read as follows: "Residential C must meet all requirements of Residential A except manufactured housing shall be allowed with the following requirements: 1. Manufactured housing must be built in conformance with all acceptable building codes of the Town of Windham. 2. All requirements listed in Table of Requirements must be met with the exception of the living area per unit which shall be 600 square feet minimum."

AMENDMENT 12 - Amend Section VI C. 2. a. by adding new item "3" to read as follows: "Subject to Site Plan review by the Planning Board."

AMENDMENT 13 - Amend Section VI E. e. by striking present "e" in its entirety and inserting in its place the following: "Salesrooms and all outside sales areas require Site Plan approval by the Planning Board."

AMENDMENT 14 - Amend Section VI F. 2. g. by adding the following after first sentence: "Hazardous waste materials shall not be disposed of on site, or stored on site for more than thirty (30) days." "Hazardous waste" shall be as defined by state and federal regulations." (See appropriate RSA, or as amended.)

AMENDMENT 15 - Amend Section VII D. 2. e. by changing it to read as follows: "Except in the case of parking spaces provided for dwellings, off-street parking and loading areas shall be paved to specifications prepared by the Planning Board with the advice of the Town Engineer."

AMENDMENT 16 - Amend Section VII - NOTES FOR TABLE - by adding new Note #10 to read as follows: "The minimum rear yard for each multifamily dwelling shall be thirty (30) feet plus (10) feet for each additional dwelling unit in excess of one."

AMENDMENT 17 - Amend Section VII - NOTES FOR TABLE - by adding new Note #11 to read as follows: "Residence A Single-Family Dwelling - Minimum Floor Area = 1,000 sq. ft. Residence B Single-Family Dwelling - Minimum Floor Area = 750 sq. ft.; Residence C Single-Family Dwelling - Minimum Floor Area = 600 sq. ft." (Table of Requirements to be changed accordingly as submitted herewith.)

AMENDMENT 18 - Amend Section VII F. 8 a. by striking it in its entirety and inserting in its place the following: "Plans are required showing general floor area design and exterior sketches of buildings to be erected on the site and their location, except single-family dwellings, residential garages and their accessory structures. Complete

plan of all structures to be erected on the site and their location shall be required by the Building Department upon acceptance of the Site Plan by the Planning Board."

AMENDMENT 19 - Amend Section VIII A. 3. a. by striking "provided that no fee shall be required when the estimated cost does not exceed three hundred dollars (\$300.). "

AMENDMENT 20 - Amend Section VIII C. - Administration - by changing "a fee of twenty dollars (\$20)" in third sentence of paragraph to "a fee of up to one hundred dollars (\$100), to be determined by the Windham Planning Board," in its place thereof.

AMENDMENT 21 - Amend the Town Zoning Ordinance and Land Use Regulations by adding new Section XII, to be entitled "STRUCTURE CONVERSION" to read as follows: "Any change from seasonal to full-time, year-round occupancy shall be a permitted use provided that the owner shall apply for and obtain all permits as may be required by the Town including, but not limited to, the following permits: Building, Well, Septic, Electrical, Plumbing, Burner, Chimney, Driveway, and Occupancy. It shall be unlawful to occupy any seasonal structure or building without conforming to Section V. E. and VII F.1. of this Ordinance as they apply to the conversion and change of use to full-time, year-round occupancy. Failure to comply with the above shall invoke penalty as outlined in Section VIII C. of this Ordinance."

YOU ARE HEREBY NOTIFIED TO MEET AT CENTER SCHOOL ON FRIDAY, THE TWELFTH (12th) DAY OF MARCH, AT 7:30 OF THE CLOCK IN THE AFTERNOON FOR TRANSACTION OF ALL OTHER BUSINESS.

4. To hear the reports of auditors, agents and other committees heretofore chosen and pass any votes relating thereto.

5. To see if the Town will authorize the Selectmen and Treasurer to hire money in anticipation of taxes.

6. To see if the Town will vote to authorize the Selectmen to transfer tax liens and convey property acquired by the Town by Tax Collector's deed by public auction (or advertised sealed bid) or in such other manner as determined by the Selectmen as justice may require.

7. TO BE VOTED ON BY BALLOT: "Shall we adopt the provisions of RSA 72:43-f for the Adjusted Elderly Exemptions from property tax? These statutes provide for the following exemptions, based on assessed value, for qualified taxpayers: for a person 65 years of age up to 75 years, \$10,000; for a person 75 years of age up to 80 years, \$15,000; for a person 80 years of age or older, \$20,000. To qualify, the person must have been a N.H. resident for at least 5 years; own the real estate individually or jointly, or if the real estate is owned by his spouse, they must have been married for at least 5 years. In addition, the taxpayer must have a net income of less than \$10,000 or if married a combined net income of less than \$12,000, and own net assets of \$30,000 or less, excluding the value of the person's residence."

8. BY PETITION of Fenwick E. Lind and others. "Considering the depressed economy, the imperative need for less spending at every level, and especially in view of the 25% property tax increase of 1980; based upon the current 100% assessed valuation of all Windham properties accomplished in 1981, we, the undersigned, do hereby request the Selectmen of the Town of Windham, N.H. to include the following Petition as an ARTICLE in the WARRANT for the Town of Windham to be presented at the 1982 annual Town Meeting, to wit:

- a) a real-estate property tax, including land and structures, shall not be levied in excess of 1.5% of the assessed property value, and
- b) once established, the resultant tax rate, from year to year, shall not be raised in excess of 5% above the preceeding year's tax rate, and
- c) that this restriction of 5% per year shall not apply toward a lowering of the tax rate, should conditions so permit, and
- d) the re-assessment of existing Windham town properties shall not occur for at least a five (5) year period."

9. BY PETITION of Robert A. McCartin and others. "That no resident shall be able to serve as chairman on more than one committee, commission or board at one time, except as required by law, and that no Selectmen shall serve on a board, committee or commission while holding the office of Selectmen, except as required in State Law."

10. To see if the Town will vote to raise and appropriate a sum of money for Town Officers' Salaries.

11. To see if the Town will vote to raise and appropriate a sum of money for Town Officers' Expenses.

12. To see if the Town will vote to raise and appropriate a sum of money for Election and Registration.

13. To see if the Town will vote to raise and appropriate a sum of money for Cemeteries.

14. To see if the Town will vote to raise and appropriate the sum of \$12,000.00 for Town Hall Renovations and authorize the withdrawal of the amount required for this purpose from the Federal Revenue Sharing Fund.

15. To see if the Town will vote to raise and appropriate a sum of money for Town Hall and Other Town Buildings.

16. To see if the Town will vote to raise and appropriate the sum of \$15,000.00 for the purchase of Business and Accounting Equipment, Programs and Supplies.

17. To see if the Town will vote to raise and appropriate a sum of money for the Assessing Department.

18. To see if the Town will vote to raise and appropriate a sum of money for the Searles Building.

19. To see if the Town will vote to raise and appropriate a sum of money for Planning and Zoning.

20. To see if the Town will vote to raise and appropriate a sum of money for Legal Expenses.

21. To see if the Town will vote to raise and appropriate a sum of money for the Police Department.

22. To see if the Town will vote to raise and appropriate a sum of money for Dispatching.

23. To see if the Town will vote to raise and appropriate a sum of money for the Fire Department.

24. To see if the Town will vote to raise and appropriate a sum of money for Civil Defense.

25. To see if the Town will vote to raise and appropriate a sum of money for the Building Department.

26. To see if the Town will vote to raise and appropriate the sum of \$184,309.00 for Summer Maintenance to Highways and Bridges, and authorize the withdrawal of \$30,000.00 for this purpose from the Federal Revenue Sharing Fund, with the balance to be raised by taxation.

27. To see if the Town will vote to raise and appropriate a sum of money for Winter Road Maintenance.

28. To see if the Town will vote to apply for Town Road Aid for Class V roads and raise and appropriate a sum of money for same.

29. To see if the Town will vote to raise and appropriate a sum of money for Street Lighting.

30. To see if the Town will vote to raise and appropriate a sum of money for the Engineering Department.

31. To see if the Town will vote to raise and appropriate a sum of money for the Solid Waste Disposal System.

32. To see if the Town will vote to raise and appropriate a sum of money for the Health Department.

33. To see if the Town will vote to raise and appropriate a sum of money for the Dog Officer.
 34. To see if the Town will vote to raise and appropriate a sum of money for Vital Statistics.
 35. To see if the Town will vote to raise and appropriate a sum of money for the Mental Health Center for Southern New Hampshire.
 36. To see if the Town will vote to raise and appropriate a sum of money for the Derry Visiting Nurse Association.
 37. To see if the Town will vote to raise and appropriate a sum of money for Old Age and General Assistance.
 38. To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be expended by the Trustees of Nesmith Library for Capital Improvements to the Armstrong Memorial Building. Improvements will be limited to the following items.:
 1. Replace antiquated heating system in Armstrong Building.
 2. Insulate ceiling and walls of old section.
 3. Purchase and install an additional fuel oil tank.
 4. Scrape, caulk, prime and paint exterior of old building. Scrape, caulk, prime and paint interior of old building.
 5. Install two ceiling fans in reference room (1) and in stack room (1).
 6. Hire mason to re-point exterior stonework of Armstrong Building which is deteriorating.
- The Trustees will advertise and accept bids on each item or area of work which exceeds \$1,000.
39. To see if the Town will vote to raise and appropriate a sum of money for the Library.
 40. To see if the Town will vote to raise and appropriate a sum of money for a Recreation Program.
 41. To see if the Town will vote to raise and appropriate a sum of money for Patriotic Purposes.
 42. To see if the Town will vote to raise and appropriate a sum of money for the Conservation Commission, and authorize the Selectmen to transfer all unexpended funds as of December 31, 1982 to the Land Acquisition Fund in accordance with RSA 36-A:5.
 43. In accordance with the Municipal Finance Act, the Town shall raise and appropriate the sums of \$20,000.00 Principal and \$4,812.45 Interest for payment of Long Term Notes.
 44. To see if the Town will vote to raise and appropriate a sum of money for Interest owed by the Town.
 45. To see if the Town will vote to raise and appropriate the sum of \$15,000.00 to establish an Apparatus Fund for the Fire Department; said monies to be placed in a Capital Reserve Fund with the Trustees of Trust Funds for the purpose of purchasing future fire apparatus.
 46. To see if the Town will vote to raise and appropriate a sum of money for Employees' Retirement.
 47. To see if the Town will vote to raise and appropriate a sum of money for Insurance.
 48. To see if the Town will vote to authorize the Selectmen to enter into a franchise agreement with a cablevision firm, or take any other action related thereto.

49. To see if the Town will vote to go on record as supporting the adoption of a returnable container system for the State of New Hampshire. The record of the vote on this article shall be transmitted to the New Hampshire General Court.

50. To see if the Town will vote to authorize the Board of Selectmen to apply for, accept and expend money from the state, federal or another governmental unit or a private source which becomes available during the year in accordance with the procedures set forth in RSA 31:95-b.

51. To transact any other business that may legally come before said meeting.

Given under our hands and seal, this Twenty-second day of February, in the year of our Lord nineteen hundred and eighty-two.

MORTON C. PEARLMAN
DAVID A. PEPPER
MARGARET A. CASE
SELECTMEN OF WINDHAM, NEW HAMPSHIRE

A true copy of Warrant - Attest

MORTON C. PEARLMAN
DAVID A. PEPPER
MARGARET A. CASE
SELECTMEN OF WINDHAM, NEW HAMPSHIRE

BUDGET OF THE TOWN OF WINDHAM, N.H.

APPROPRIATIONS AND ESTIMATES OF REVENUE FOR THE ENSUING YEAR JANUARY 1, 1982 TO DECEMBER 31, 1982

PURPOSES OF APPROPRIATIONS	Appropriations 1981	Actual Expenditures 1981	Appropriations Ensuing Fiscal Year 1982
GENERAL GOVERNMENT:			
Town Officers' Salary	\$ 23,000.00	\$ 25,994.10	\$ 27,419.00
Town Officers' Expenses	51,832.00	55,819.79	63,933.00
Election and Registration Expenses	2,700.00	1,988.85	3,000.00
Cemeteries	14,086.00	13,481.52	19,894.00
Town Hall and Other Buildings	23,300.00	14,655.12	24,600.00
Reappraisal of Property (\$40,000 Revenue Sharing)	100,000.00	77,261.14	-0-
Assessing Department	13,000.00	7,770.06	21,850.00
Searles Building	9,200.00	3,574.69	4,800.00
Planning and Zoning	10,555.00	5,355.18	6,450.00
Legal Expenses	10,000.00	8,997.85	10,000.00
PUBLIC SAFETY:			
Police Department	178,348.00	189,605.62	210,837.00
Contracted Police	10,000.00	5,095.54	-0-
Dispatching	50,117.00	49,446.91	57,700.00
Fire Department	232,249.00	210,592.56	210,638.00
Civil Defense	-0-	-0-	300.00
Building Department	42,571.00	34,636.33	45,934.00

HIGHWAYS, STREETS & BRIDGES:

Town Maintenance:			
Summer	124,200.00	127,980.58	184,309.00
Winter	79,000.00	85,388.49	101,800.00
Town Road Aid	1,151.60	1,151.60	1,144.78
Street Lighting	7,000.00	7,352.36	8,100.00
Engineering Department	7,500.00	7,500.00	9,500.00

SANITATION:

Solid Waste Disposal	76,752.00	75,242.15	94,411.00
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HEALTH:

Health Department	6,000.00	2,468.77	3,000.00
Dog Officer	7,292.00	8,821.92	11,747.00
Vital Statistics	75.00	72.75	75.00
Mental Health Center	5,098.50	5,098.50	5,157.00
Derry Visiting Nurse Association	6,864.00	6,864.00	9,546.00

WELFARE:

Old Age and General Assistance	22,855.00	14,030.65	36,418.00
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CULTURE AND RECREATION:

Library	46,833.00	45,492.94	51,587.00
Recreation Program	16,000.00	12,365.91	18,000.00
Patriotic Purposes	350.00	211.77	350.00
Conservation Commission (\$602.41 from 1980)	900.00	1,442.85	800.00

DEBT SERVICE:

Principal - Long Term Notes	20,000.00	20,000.00	20,000.00
Interest - Long Term Notes	5,862.45	6,149.95	4,812.45
Interest - Tax Anticipation Notes	85,500.00	86,026.04	165,000.00

CAPITAL OUTLAY:

Town Hall Renovations	-0-	-0-	12,000.00
Library Improvements	-0-	-0-	10,000.00
Accounting Equipment	-0-	-0-	15,000.00
Fire Department Ambulance	24,950.00	24,932.00	-0-
Water Hole Improvements	2,000.00	2,000.00	-0-
Appropriations from 1980:			
Senior Center		16,294.00	
Senior Citizens Matching Funds		2,000.00	
Library Addition (Revenue Sharing Funds)		210.00	

OPERATING TRANSFERS OUT:

Payments to Capital Reserve Funds	3,000.00	3,000.00	15,000.00
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MISCELLANEOUS:

Employees' Retirement	28,000.00	34,660.54	45,600.00
Insurance	79,650.00	75,639.22	95,277.00
CETA	4,000.00	-0-	-0-
Anti-Recession Funds	1,681.51	-0-	-0-

TOTAL APPROPRIATIONS

\$ 1,433,473.06 \$ 1,376,672.25 \$ 1,625,989.23

SOURCES OF REVENUE	Estimated Revenue 1981	Actual Revenue 1981	Estimated Revenue 1982
TAXES:			
Resident Taxes	\$ 36,000.00	\$ 38,150.00	38,000.00
National Bank Stock Taxes	25.00	-0-	-0-
Yield Taxes	3,100.00	2,860.20	2,000.00
Interest and Penalties on Taxes	13,300.00	23,050.58	20,000.00
Inventory Penalties	3,000.00	4,000.00	3,000.00
Boat Taxes	1,100.00	1,078.85	1,100.00
INTERGOVERNMENTAL REVENUES:			
Meals and Rooms Tax	44,382.00	34,839.09	25,000.00
Interest and Dividends Tax	41,000.00	61,306.53	40,000.00
Savings Bank Tax	13,000.00	18,751.63	18,000.00
Highway Subsidy	34,700.00	28,325.85	30,909.00
Railroad Tax	-0-	10.07	-0-
Fighting Forest Fires	150.00	257.76	150.00
Highway Safety Commission	4,800.00	7,969.57	2,282.00
Fire Equipment Grant	-0-	300.00	-0-
Business Profits Tax	19,469.00	19,821.00	19,821.00
LICENSES AND PERMITS:			
Motor Vehicle Permit Fees	185,000.00	208,758.50	200,000.00
Dog Licenses	4,100.00	4,439.10	4,400.00
Business Licenses, Permits and Filing Fees	900.00	860.00	850.00
CHARGES FOR SERVICES:			
Income from Departments	40,000.00	39,094.43	39,000.00
Rent of Town Property	3,000.00	3,911.32	3,900.00
MISCELLANEOUS REVENUES:			
Interest on Deposits	50,000.00	87,648.16	80,000.00
Sale of Town Property and Information	2,000.00	953.00	900.00
Income from Trust Funds	3,136.00	3,136.19	3,253.00
OTHER FINANCING SOURCES:			
Withdrawal from Capital Reserve	-0-	2,600.00	1,450.00
Revenue Sharing Fund	40,000.00	40,477.00	44,251.00
Anti-Recession Funds	1,682.00	-0-	-0-
CETA	4,000.00	-0-	-0-
TOTAL REVENUES AND CREDITS	\$ 547,844.00	\$ 632,598.83	\$ 578,266.00

FINANCIAL STATEMENT

Appropriation - \$7,292.00

Expenditures:

Salary - Dog Officer	\$6,111.75
Deputy Dog Officer	397.80
Kennel Rent	250.02
Mileage	1,998.00
Supplies	64.35

Total Expenditures	\$8,821.92
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Appropriation	\$7,292.00
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Total Expenditures	8,821.92
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Overdraft	\$1,529.92
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Respectfully submitted,

CHARLES J. BUTTERFIELD
Dog Officer

CONSERVATION COMMISSION REPORT

In the following areas, the Commission:

Education - Showed an E.P.A. film on Drinking Water at Center School in February.

- Sent two students to Youth Conservation Camp in June. They were Pamela Skinner and Rosaline Michaud.

Water Quality - Attended a meeting in Hudson on the arsenic problem in March to learn what other towns were doing about this problem. A few wells in Windham showed traces of arsenic in the water. E.P.A. attributed the problem to naturally occurring arsenic associated with particulates.

- Assisted Health Department in refurbishing the water quality test equipment for use in testing on Cobbetts Pond.
- Assisted Community Beach Association in evaluating their water quality problem.

Wetlands - Reviewed and made recommendations on 9 dredge and fill applications.

- Provided comments and recommendations to the Wetlands Board during their development of regulations for Prime Wetlands in N.H.
- Testified at court case concerning appeal of Board of Adjustment's decision to grant a special exception and variance to allow Victor and Phyllis Pucci to fill a marsh, culvert, a brook and install a septic system in the filled marsh just upstream from Dunkan's Beach on Cobbetts Pond.
- Hosted workshop on National Wetlands Inventory Mapping for the U.S. Fish and Wildlife Service and seven area towns.
- Has nearly completed our wetlands mapping project. We now have a 1:1000 scale wetlands map that can be used to define the Wetland and Water Protection District described in the zoning ordinance. The map has already been in use by the assessors this year. We thank the Planning Board for their financial support and Nancy Johnson for her many hours of work donated to trace the map onto a mylar copy.

Other Projects - Held Clean-up Day on April 25. Major areas picked up were: Town Plaza area, Rest area on Route 111, Intersection of Route 111 and Range Road, boat launch area on Canobie Lake - Hayes Hart Road. Many thanks to the volunteers who participated and provided refreshments and prizes.

- Actively supported the N.H. Bottle Bill (defeated by 6 votes.)
Trees purchased for Town Beach in 1980 did not survive. Windham Nurseries agreed to replace them this year at no cost to the town.
- We have been working with the State Entomologist on the 1982 Gypsy Moth Suppression Program. A public meeting is planned in February 1982 to review the town's options.
- Provided town landowners with information on open space preservation through current use assessments and conservation agreements/easements.

Membership: - A new member, Sandy Burkett, was appointed to the commission for a three-year term.

- Dan Quinlan became an alternate member of the planning board and is now an associate member of the commission. Jon Gilmore's term expired this year and he asked to be placed in associate status as opposed to being a full-time member. We now have two vacancies on the commission and request anyone with an interest in conservation to contact us for possible appointment to the commission.

Meetings Attended: - At the New England Environmental Conference at Tufts University, Russ Wilder gave a talk on wetland and water quality protection during major site development.

- Four members attended the annual meeting of the N.H. Association of Conservation Commissions in November at Wolfeboro.
- We are requesting an appropriation of \$800.00 for 1982.

FINANCIAL STATEMENT

Appropriation -	900.00
1980 Carryover	<u>602.41</u>

Total Amount Available	1,502.41
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Expenditures:

Dues and Subscriptions	118.50
Tuitions (Conservation Camp)	180.00
Aerial Mapping	415.00
Miscellaneous Expenses	126.94
1980 Funds Transferred to Land Account	<u>602.41</u>

Total Expenditures	\$1,442.85
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Appropriation	900.00
1980 Carryover	<u>602.41</u>
Total	1,502.41
Total Expenditures	<u>1,442.85</u>
Unexpended Balance	59.56

Respectfully submitted,

RUSSELL J. WILDER, Chairman
NANCY D. JOHNSON, Vice-chairman
ARTHUR CHAMPAGNE, Secretary
MARGARET A. CASE
DANIEL QUINLAN
SANDY BURKETT
Conservation Commission

HISTORICAL COMMISSION REPORT

The Historical Commission is ever mindful of its goal to protect the history of Windham for future generations. A lengthy and detailed report was submitted to the State Historic Preservation Office for consideration of Searles School to the National Register.

The New Hampshire Historic Preservation Review Board approved our report and application. Searles School had their endorsement as one of the sites selected for 1981 as a New Hampshire entry. We are momentarily awaiting the approval from Washington, D.C. designating Searles School in the National Registry of Historic Places.

The process was a long one with visits and review, and we express our gratitude to Elisabeth Marshall who prepared and organized the initial report for consideration.

During 1982, we have planned additional insulation to the chapel area. When funds become available, we look forward to the restoration of Searles School.

The Historical Commission accepted, with regrets, the resignation of two of its active members, Elisabeth Marshall and Les Swan, who have both moved from the area. We thank them for their time and talents which they gave the Commission. The Commission has been functioning without its full compliment of members and are respectfully awaiting appointments of new members by the Selectmen.

The Historical Commission is planning a meeting in the near future for all those interested in forming a Windham Historical Society, open to all, with membership who will help and encourage the acquisition and preservation of a collection of memorabilia of Windham's history.

We remind anyone who would like to donate any artifacts of Windham, as gifts to the town, that the Historical Commission would be most grateful to accept, catalogue and preserve them.

**Respectfully submitted,
MARION DINSMORE
PATRICIA SKINNER
Co-chairmen
PETER GRIFFIN, Secretary
RAYMOND BARLOW
GEORGE DINSMORE, JR.
Historical Commission**

DERRY VISITING NURSE ASSOCIATION REPORT

The Derry Visiting Nurse Association has proudly served the Town of Windham since 1966. The following and many other factors combine to continually demand that this agency be effective and flexible in responding to your community's home health care needs:

a rapidly growing population
longer life spans
increasing emphasis on prevention

earlier hospital discharges
escalating costs of institutional care
New England tradition of self reliance

The Derry Visiting Nurse Association has a long proven record of serving participating communities with professional excellence and human caring. Services are offered under four major program areas as follows.

Care of Sick Program

Nursing Home Visits
Physical Therapy
Occupational Therapy
Home Health Aide Visits

Homemaking Program

Homemaker Visits

Maternal and Child Health Program

Well Child Clinics and Followup Visits
Immunization Clinics
Expectant Parents Classes
New Born Visits

Adult Health Promotion Program

Screening and Follow-up Clinics
Health Education
Adult Health Home Visits

We are happy that home health care costs have been increasing at a much lower rate than institutional health care costs. One of the major factors in our increased costs in maintaining certification for reimbursement from Federal sources such as Medicare, block grants and Title XX. However, those Federal funds, combined with specific grants, allows our agency to provide services to Windham which cost the agency over three (3) times as much as the Town appropriation. We feel this is appropriate utilization of agency resources.

Federal funds and grants usually are restricted to specific categories of illness, age, income and time periods. Many people needing our services simply do not fit those specific eligibility categories. So, it is important to emphasize that Town appropriations assist the agency to serve people regardless of income and age.

Following are some major statistics for Windham for last fiscal year ending, June 30, 1981.

Skilled Nursing Home Visits	177
Physical Therapy Visits	295
Occupational Therapy Visits	76
Home Health Aide hours	125
Screening Clinics (people seen)	approx. 172
Adult Health Home Visits	approx. 75

The above and other services for Windham residents comes to a total per capita value of approximately \$4.00. It is impossible to translate those services into human values, but our clients and their families can testify to the meaning of home health care in their lives.

If local citizens meet President Reagan's challenge to increase local funding to compensate for drastic Federal cuts, the Derry Visiting Nurse Association will be able to continue its long standing commitment to serve people regardless of income and age. If the local funding challenge is not met, this agency will be forced to radically alter the services provided.

Windham representatives on the Board of Directors are Susan Klements, Carol McGee, William Schuler and Lee Whittle.

RECREATION COMMITTEE REPORT

The Windham Recreation Committee started its second year with an expanded committee of eleven members. The committee's basic purpose is to continue to provide direction and organization to enhance increased recreational opportunities for residents of Windham at all ages, and to carry out any other necessary duties and functions requested by the Board of Selectmen.

Activities during 1981 sponsored by the Windham Recreation Committee included:

Calligraphy Courses(2)	Swim Program
La Crosse Clinic	Magic Show
Bruins Trip	Square Dance
Theatre Day (3)	Sportsfield Dedication to: Michael D. Rogers
Sledding Party	Sportsfield
Ski Day (2)	Ski Lessons
**Roller Skating (3)	Theatre Trip to Boston
Bowling League	Basketball (Men over 30)
Bowling Day	Aerobic Dancing
Bike-a-thon	Tree Lighting Ceremony

** (Co-sponsored by the Police Association)

We have been most pleased that the groups we encouraged to form last year are going at full speed, such as the Soccer League and Snowmobile Club.

Again this year, with our many volunteers of time, and donations, we achieved our goals. As we have stated before, without the cooperation of the townspeople and the business community, our goals could not have been accomplished. Almost 300 families, many daily bathers and boaters, were able to enjoy the Town Beach and the natural resources of Cobbetts Pond. Continuing this year, the Friends of Windham Recreation helped to operate the concession stand at the beach. Proceeds were again used to purchase necessary equipment for the recreation program, such as a swim dock, paint, general small repairs and minor sporting goods. We found this system to be an asset to the beach program.

Our long-range plans remain the same: to establish a year-round coordinator; to increase recreational facilities within the town to more effectively serve its residents; to work with future planners and developers to include potential recreational sites; and to seek out available funding for recreation. As the town grows, we are in hopes of implementing these goals. The first long-range goal is to provide tennis courts. We have a fund of \$1,200.00, through the Friends of Recreation, and hope this year it will grow.

In closing, I, along with each member of the Windham Recreation Committee, wish to thank all residents for their support shown to the recreational activities in 1981, and feel confident that the committee can meet the challenge to provide wholesome recreational needs for the residents of Windham.

FINANCIAL STATEMENT

Appropriation - \$16,000.00

Expenditures:

TOWN BEACH EXPENSES:

Wages	\$4,423.22
Chemical Toilets	359.50
Electricity	205.23
Telephone	116.70
Trash	60.00
Pyrofax Gas	5.41
Equipment, Supplies, Repairs	1,465.91
Swim Program	1,599.50
Sportsfield	2,134.15
Recreation Activities	1,919.67
Petty Cash	50.65
Postage, Office Supplies, etc.	25.97

Total Expenditures	\$12,365.91
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Appropriation	\$16,000.00
Total Expenditures	12,365.91
Unexpended Balance	\$3,634.09

INCOME:

Beach Permit Fees	\$5,655.00
Swim Program	875.50
Recreational Activities	1,560.47
Total Income	8,090.97
Expenditures	12,365.91
Cost to Town	\$4,274.24

Respectfully submitted,
MARGARET A. CASE, Chairman
JAMES FLYNN, Vice-chairman
DORIS FOGELMAN, Secretary
[Resigned]
BETH HAMILTON, Secretary
LUCY PAYSON
DAVID BRAUER [Resigned]
ROBERT GUYRE
SUSAN STARK
CHARLES DONOHUE
GAIL WEBSTER
PHYLLIS HAMBLET
Windham Recreation Committee

HEALTH DEPARTMENT REPORT

The Health Department has had a very busy year beginning early in the Spring as the job of improving water quality in our ponds and lakes was continued. Extensive dye-testing of septic systems located on the ponds totalled more than 600 by the Fall. During this time, over 100 violations were found and these systems were either repaired or replaced.

This Department was given much assistance from people living on the ponds as several groups assisted in the dye-testing and many people brought violations to our attention during the Summer. Their volunteer efforts helped us to locate more violations and save the town money as well. In addition, other assistance was provided by the state. Due to these combined efforts, the water quality has been steadily improving, but much work still needs to be done, especially when one considers the tremendous amount of dwellings located on or near ponds or lakes in our town.

In the year ahead we will continue our efforts in dye-testing dwellings on the ponds and we, also, will expand our efforts to include testing of properties which border brooks and other drainage flowing into the ponds. Repeated testing of the water for bacterial quality will continue throughout the Spring, Summer, and Fall. An important point to remember is that the testing and monitoring of our ponds is a continuous job which must be continued every year if their quality is to improve and be maintained.

With all of the people in the town joining in this effort, the ponds, which have always been an asset to the town, will once again be considered Class "B" Waters.

FINANCIAL STATEMENT

Appropriation - \$6,000.00

Expenditures:

Wages	\$375.00
Dyes	877.90
Supplies and Equipment	1,085.22
Mileage	130.65

Total Expenditures	\$2,468.77
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Appropriation	\$6,000.00
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Total Expenditures	2,468.77
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Unexpended Balance	\$3,531.23
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Respectfully submitted,

**ROBERT MACKEY, Assistant
Building & Health Officer**

BIRTH CERTIFICATES RECORDED IN WINDHAM, N.H.

				NAME OF FATHER	
DATE OF BIRTH	PLACE OF BIRTH	SEX	NAME OF CHILD	MAIDEN NAME OF MOTHER	
1980 DEC.	6	Lawrence, Mass.	M	Sean Michael	Stephen D. Meyer Kerry B. Saunders
	9	Lawrence, Mass.	F	Deborah Ann	James R. Bourque Nancy A. Zube
	18	Lawrence, Mass.	F	Julie Kate	Edward W. Richards Bernice A. Kowalski
	19	Windham, N.H.	M	Christopher Louis	Daniel L. Leighton Nancy J. Dumas
	26	Manchester, N.H.	M	Dana Stephen	Robert F. Klein Yolande S. Ruel
1981 Jan.	1	Lawrence, Mass.	M	Ryan Ray	Raymond J. Gallant Lee A. Arsenault
	5	Derry, N.H.	M	Joshua	Jeffrey M. Giberson Renee Desjardins
	14	Derry, N.H.	F	Susan Marie	Robert E. Ironfield Barbara A. Broomhead
	17	Winchester, Mass.	F	Jamie Kristine	John Alosso Kathleen A. Mullen
	21	Derry, N.H.	F	Naomi Ruth	Robert S. Greenhood Beatrice A. Crawshaw
	22	Derry, N.H.	F	Stephanie Marie	Steven P. Nelson Donna M. McGuirk
	26	Exeter, N.H.	F	Emily Johanna	Kenneth G. Arndt Janet M. Spoerer
	Feb.	12	Nashua, N.H.	M	Neil Hurrell II
16		Nashua, N.H.	M	Joseph Edgar	John W. Howanski, Jr. Beverly A. Brush
18		Nashua, N.H.	M	David Dubois	Theodore H. Dinkel Nancy G. Bassett
20		Lawrence, Mass.	M	Eric John	Frederick R. Brubaker, Jr. Donna L. Tokanel
Mar.	7	Manchester, N.H.	M	Brandon Gregory	Gregory D. Bell Debra D. Galfano
	16	Methuen, Mass.	F	Diane Elaine	William Travis Elaine Fratus
	16	Methuen, Mass.	F	Dawn Marie	William Travis Elaine Fratus
	16	Methuen, Mass.	F	Joy Renee	William Travis Elaine Fratus
	16	Nashua, N.H.	F	Sarah Jane	Alan G. Villemarie Ann F. Remillard

	DATE OF BIRTH	PLACE OF BIRTH	SEX	NAME OF CHILD	NAME OF FATHER MAIDEN NAME OF MOTHER
	26	Nashua, N.H.	F	Kimberly Denise	Eric N. Dagley Colette D. Desrochers
Apr.	1	Lawrence, Mass.	M	Kurtrick William Jr.	Kurtrick W. Schlott, Sr. Diane J. Allen
	5	Nashua, N.H.	F	Megan Marie	Thomas G. Crocker Lenore A. Noce
	15	Lawrence, Mass.	M	Michael Anthony	Robert C. Dugas Jacqueline I. Dupont
	18	Windham, N.H.	F	Graziella Gioia	Rudolph J. Matty Grace L. Indoccio
	23	Lawrence, Mass.	F	Stacey Lynn	Keith Victor Sandra L. Wilson
	28	Nashua, N.H.	F	Tina Irene	Peter J. Gamble Theresa I. Wheeler
May	5	Nashua, N.H.	F	Tara Elizabeth	Paul E. Kelleher Linda D. Painchaud
	7	Lawrence, Mass.	M	Robert Shaun	Robert J. Rigby Joan A. Bolcavitch
	11	Haverhill, Mass.	F	Sara Joan	John J. Gaucher Joan A. Nalezinski
	17	Nashua, N.H.	M	Ethan Daniel	Gary L. Nielson Margaret R. Kaiser
	22	Nashua, N.H.	M	Kenneth Walter	Kurt W. Hinxman Cynthia A. Poole
	31	Nashua, N.H.	M	Ezra Ricker	Peter R. Moses Connie R. Burleson
June	3	Haverhill, Mass.	F	Kellie Lyn	William T. Burkle Nancy M. Meehan
	10	Haverhill, Mass.	F	Rita Marie	Mark T. Young Janet M. Beaudoin
	12	Stoneham, Mass.	M	Brian Gustav	Gustav Mergenthaler Ingrid Toeper
	19	Nashua, N.H.	F	Jennifer Anne	Philip L. Prugnarola Doris A. Klemm
	24	Lawrence, Mass.	M	Edward Frederick IV	Edward F. Parthum III Catherine A. Messina
	27	Lawrence, Mass.	F	Ashley Rose	William E.K. Wentworth, Jr. Candace C. Delaney
July	2	Windham, N.H.	F	Pamela Joanne	William F. Ames Jean M. Hickey
	11	Nashua, N.H.	F	Johanna Marie	Henry E. Stey Deborah A. Bulcroft
	11	Winchester, Mass.	F	Alicia Jean	Edward H. Wagner, Jr. Marina Rodriguez
	28	Lawrence, Mass.	M	Michael Garnet Jr.	Michael G. Hardy Sr. Barbara S. McDonald
	28	Nashua, N.H.	M	Aaron Richard	Richard C. Shelton Joan E. Armstrong
	29	Salem, Mass.	F	Aimee Janet	James M. Scott, Sr. Janet I. St. Pierre

				NAME OF FATHER	
DATE OF BIRTH	PLACE OF BIRTH	SEX	NAME OF CHILD	MAIDEN NAME OF MOTHER	
Aug.	31	Nashua, N.H.	M	Brian Patrick	Stephen E. Gard Janet D. Doyle
	31	Nashua, N.H.	M	Craig Lawrence	Robin L. Massie Janice A. Lawrence
	17	Nashua, N.H.	F	Tanya Carmella	Samuel P. Hynes Lisa J. Matarozzo
	21	Windham, N.H.	M	Dustin Jacob	Dee J. Deranian Beth M. Bell
	26	Nashua, N.H.	M	Mark Charles	Charles L. Iott, Jr. Gilda M. Panciocco
Sept.	31	Nashua, N.H.	F	Martha Lynn	Theodore M. Prizio Rosalind A. Gauthier
	10	Nashua, N.H.	M	Christopher Henry	Larry D. VanDuyn Beverly C. Susina
	11	Boston, Mass.	M	Mark Nicholas	Nicholas Ciambella, Jr. Joan M. Gleason
	18	Nashua, N.H.	F	Bethanie Anne	Joseph F. Stokes Patricia R. Simes
	18	Nashua, N.H.	M	Michael Frank	Edward F. Blancato Barbara J. Yacek
Oct.	20	Derry, N.H.	M	Joseph John Field	James W. Ward Mary F. Field
	1	Nashua, N.H.	M	Jeffrey Richard	Richard S. Lawler Arline M. Thibodeau
	14	Derry, N.H.	M	Brent William	William H. McKenna Pamela A. Vatcher
	16	Nashua, N.H.	M	Andrew David	David G. Ferguson Trygve C. Anderson
	5	Concord, N.H.	F	Victoria Linn	August T. Pavlock Janice D. Hill
Nov.	14	Lawrence, Mass.	M	Shaun Michael	James F. Morgan Elizabeth M. Briere
	19	Nashua, N.H.	F	Jessica Mishal	Paul L. Wrobel Suzanne L. Pearlman
	7	Manchester, N.H.	F	Kimberly Doris	Gerard J. Laferriere Louise J. Paquin
	15	Concord, N.H.	F	Erin Kristina	Paul H. Hohensee Doris M. Kimball
	18	Exeter, N.H.	M	Ryan Edward	Edward J. Sheehy Nancy L. Earley

I hereby certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK
Town Clerk

MARRIAGES RECORDED IN WINDHAM, N.H

DATE		NAME OF GROOM MAIDEN NAME OF BRIDE	AGE	RESIDENCE
1981				
JAN.	17	William T. Jones	42	Londonderry, N.H.
		Carole A. Duclos	30	Nashua, N.H.
	24	Mark N. Tobey	20	Windham, N.H.
		Karen E. Smith	18	Peterborough, N.H.
FEB.	15	James E. Parsons	29	Windham, N.H.
		Darlene A. LeBrun	26	Windham, N.H.
MAR.	29	Raymond M. Cronin	25	N. Chelmsford, Mass.
		Cynthia A. Caulfield	26	N. Chelmsford, Mass.
APR.	3	Michael L. Duquette	20	Lawrence, Mass.
		Roberta J. Lynch	20	Windham, N.H.
	11	Joseph A. Scalzo	33	Derry, N.H.
		Carol A. Rubenstein	25	Windham, N.H.
	18	Alan R. Armstrong	32	Windham, N.H.
		Cynthia A. Lamprey	26	Windham, N.H.
	24	Robert L. Gagnon	22	Hooksett, N.H.
		Cheryl A. Halligan	22	Windham, N.H.
	28	Robert L. Sweeney	19	Windham, N.H.
		Laura C. Burke	18	Hudson, N.H.
MAY	1	Brian P. Richards	31	Windham, N.H.
		Paula M. Mistretta	30	Bedford, N.H.
	8	Richard E. Feole	34	Windham, N.H.
		Maria Cichon	27	Salem, N.H.
	9	Michael D. D'Auteuil	19	Salem, N.H.
		Carole A. Sousa	19	Windham, N.H.
	23	Charles A. LoFaso	25	Windham, N.H.
		Lorrie A. Lins	24	Windham, N.H.
	23	Samuel P. Hynes	19	S. Hampton, N.H.
		Lisa J. Matarozzo	18	Windham, N.H.
	30	Stephen L. Otis	18	Windham, N.H.
		Denise R. Caron	17	Hudson, N.H.
JUNE	6	Ronald G. Comtois	20	Lawrence, Mass.
		Susan C. Norton	21	Windham, N.H.
	7	Gregg A. Sarette	22	Manchester, N.H.
		LeaAnne Harless	20	Windham, N.H.
	12	Lionel E. Tandy	21	Lawrence, Mass.
		Diane Labbe	20	Windham, N.H.
	20	Francis S. Pergolizzi	24	Middletown, Delaware
		Leanne C. Gulden	22	Windham, N.H.
	20	Ronald O. Asselin	37	Salem, N.H.
		Patricia A. Pelletier	23	Windham, N.H.
	26	Alden C. Robinson	37	Windham, N.H.
		Lorraine Quinlan	32	Nashua, N.H.

DATE		NAME OF GROOM MAIDEN NAME OF BRIDE	AGE	RESIDENCE
JULY	4	Timothy G. DeLeon	24	Windham, N.H.
		Linda A. Wyner	24	Windham, N.H.
	5	Kenneth C. Kelley	21	Salem, N.H.
		Anita M. Dubuc	18	Windham, N.H.
	25	Alan W. Webster	22	Londonderry, N.H.
AUG.		Christine Wilton	19	Windham, N.H.
	29	Joseph K. Lronenberg III	25	Nashua, N.H.
		Joanne M. Laycock	22	Windham, N.H.
	1	Walter L. Greenwood	23	Windham, N.H.
		Grace Emmons	26	Windham, N.H.
	1	John J. Samataro	21	Lawrence, Mass.
		Ellen R. Lodge	19	Windham, N.H.
	8	Christopher P. Fowler	27	Derry, N.H.
		Patricia L. Wilson	26	Windham, N.H.
	15	David J. Weber	22	Freehold, N.J.
		Alison C. Fratus	19	Windham, N.H.
	16	Steven B. Allen	24	Windham, N.H.
		Marilene J. Simard	20	Nashua, N.H.
	20	Robert E. Bernier	52	Hudson, N.H.
		Sandra J. Desrochers	40	Windham, N.H.
	21	Dennis D. Lafond	22	Derry, N.H.
		Julie A. McCartin Starta	24	Windham, N.H.
	22	Robert L. Fili	23	Salem, N.H.
		Susan E. Russell	22	Windham, N.H.
SEPT.	22	Raymond R. Laliberte	21	Salem, N.H.
		Moir A. Curran	19	Windham, N.H.
	29	Rudolph R. Coutu	48	Windham, N.H.
		Aline M. Powlowsky	50	Hudson, N.H.
	29	John J. Norton III	20	Windham, N.H.
		Roberta J. Lee	20	Londonderry, N.H.
	12	David M. Palance	20	Windham, N.H.
		Liisa V. Ekker	20	Nashua, N.H.
	13	David R. Marsland	21	Methuen, Mass.
		Lynne Fogerty	18	Windham, N.H.
	19	David A. Lemay	21	Windham, N.H.
		Sandra J. Sullivan	21	Windham, N.H.
	OCT.	18	Leo P. Supino	29
		Lois J. Adams	30	Salem, N.H.
31		Earl F. Goodnough Jr.	19	Windham, N.H.
NOV.		Teresa M. Barilone	18	Windham, N.H.
	1	Scott K. Chamberlain	19	Windham, N.H.
		Sandra L. Johns	19	Windham, N.H.
	13	John P. Ruzzano	35	Walpole, Mass.
		Maureen V. O'Connor	28	Randolph, Mass.
	14	Robert S. Mackey	22	Windham, N.H.
		Karen A. Coish	22	Windham, N.H.
	14	Gene J. Peabody	21	Windham, N.H.
		Jeri-Lyn Wells	20	Salem, N.H.
	27	Jeffrey Bowser	26	Windham, N.H.
	Janice Powell	24	Salem, N.H.	

I hereby certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK
Town Clerk

DEATHS RECORDED IN WINDHAM, N.H.

DATE OF DEATH		NAME OF DECEASED	AGE	PLACE OF DEATH
1980				
DEC.	9	Joseph Ballou	84	Nashua, N.H.
	31	Chester H. Rubner	83	Nashua, N.H.
1981				
JAN.	22	Olive H. Garrigan	82	Bedford, N.H.
MAR.	7	Albert T. Dirsa	66	Manchester, N.H.
	16	Effie A. Gordon	97	Windham, N.H.
MAY	18	George Phillips	73	Derry, N.H.
	18	Frank Favorat, Sr.	81	Malden, Mass.
JUNE	2	William T. Gillis	91	Derry, N.H.
	20	Sister M. Mechtilde Gallagher	75	Windham, N.H.
JULY	13	Jeannette Leona Marion	57	Windham, N.H.
AUG.	14	Clifford A. Reiersen	54	Manchester, N.H.
SEPT.	17	Richard J. McCarthy	36	Derry, N.H.
OCT.	15	Emma Hardy	75	Manchester, N.H.
	19	John F. Mackenzie	71	Manchester, N.H.
	21	Joseph H. Godin	52	Derry, N.H.
NOV.	19	Robert B. Low	55	Windham, N.H.
	28	Sister Christopher Hastings	97	Derry, N.H.

BODIES BROUGHT TO WINDHAM, N.H. FOR BURIAL

DATE OF DEATH		NAME OF DECEASED	AGE	PLACE OF DEATH
1980				
DEC.	24	Thomas E. McDonnell	75	Derry, N.H.
	29	Simone V. Hughes	65	Derry, N.H.
1981				
JAN.	25	Sister Mary Ernest Douglass	83	Nashua, N.H.
FEB.	5	Virginia M. McGowan	72	Lawrence, Mass.
APR.	2	Sister Mary Aloysius Bradley	91	Manchester, N.H.
	12	Harold S. Stuart	90	Saratoga Springs, N.Y.
SEPT.	13	Marjorie L. Parsons	59	Nashua, N.H.
OCT.	10	Joseph Pivovar	93	Methuen, Mass.
NOV.	17	Anna M. Lunn		Clear Water, Fla.

I hereby certify that the above returns are correct according to the best of my knowledge and belief.

JOAN C. TUCK
Town Clerk

SCHOOL REPORT
Of The
SCHOOL DISTRICT
Of The
TOWN OF WINDHAM
FOR THE PERIOD FROM JULY 1, 1980 TO JUNE 30, 1981
TOGETHER WITH THE
SCHOOL BOARD'S PROPOSED BUDGET
FOR
JULY 1, 1982 TO JUNE 30, 1983

SCHOOL OFFICERS

Moderator
EDWARD HERBERT

Clerk
JOAN C. TUCK

Treasurer
ROSE BODA

School Board

WILLIAM RUSSELL
JUDITH YENNACO
REBECCA BROWN

Term Expires 1982
Term Expires 1983
Term Expires 1984

Superintendent of Schools
HENRY E. LaBRANCHE

Assistant Superintendent
FRANK A. KAFFEL

Special Services Coordinator
KATHERINE B. ENWRIGHT

School Nurses
CARMEN BERGERON
NANCY KIMBALL

Truant Officer
NORMAN CRAWFORD

SCHOOL WARRANT THE STATE OF NEW HAMPSHIRE

To the inhabitants of the School District in the Town of Windham, New Hampshire, qualified to vote in District affairs:

You are hereby notified to meet at Center School in said District on the 9th day of March, 1982 at 10:00 a.m. in the forenoon to act upon the following subjects:

The polls will open at 10:00 a.m. and will not close earlier than 7:00 p.m.

1. To choose a Moderator for the coming year.
2. To choose a Clerk for the ensuing year.
3. To choose a Treasurer for the ensuing year.
4. To choose a Member of the School Board for the ensuing three years.

Given under our hands at said Windham this 5th day of January, 1982.

**WILLIAM RUSSELL
JUDITH YENNACO
REBECCA BROWN
School Board**

A true copy attest:

**WILLIAM RUSSELL
JUDITH YENNACO
REBECCA BROWN
School Board**

SCHOOL WARRANT THE STATE OF NEW HAMPSHIRE

To the inhabitants of the School District in the Town of Windham, New Hampshire, qualified to vote in District affairs:

You are hereby notified to meet at the Center School in said District on the 16th day of March, 1982 at 7:30 o'clock in the afternoon to act upon the following subjects:

1. To hear reports of agents, auditors and committees or officers chosen and pass any votes relating thereto.
2. To see if the District will authorize the School Board to make application for and to accept on behalf of the District and to expend any or all grants or other funds for educational purposes which may now or hereafter be forthcoming from the United States Government and/or the State of New Hampshire.
3. To see if the District will vote to authorize the School Board to accept and to expend in the name of and in behalf of the School District gifts for the use of the school.
4. To see if the School District will vote to raise and appropriate the sum of twenty-one thousand (\$21,000) dollars for the purpose of repaving the driveway and parking areas of the Center School.
5. To see if the District will vote to authorize the District Treasurer, with the approval of the Windham School Board, to appoint a Deputy Treasurer.
6. To see what sum of money the District will raise and appropriate for the support of schools, for the salaries of School District officials and agents, and for statutory obligations of the District.
7. To transact any other business that may legally come before this meeting including the appointment of committee.

Given under our hands at said Windham on the 2nd day of February, 1982.

**WILLIAM RUSSELL
JUDITH YENNACO
REBECCA BROWN**

A True Copy of Warrant Attest:

**WILLIAM RUSSELL
JUDITH YENNACO
REBECCA BROWN**

WINDHAM SCHOOL DISTRICT

BUDGET 1982-1983

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
1100 Regular Instruction				
112 1000 Salaries - Teachers	361,320.00	338,047.88	362,100.00	401,150.00
112 2000 Salaries - Teachers	255,280.00	272,540.60	296,600.00	331,975.00
114 1000 Salaries Teachers' Aides	12,600.00	10,485.25	10,395.00	11,340.00
114 2000 Salaries Teachers' Aides	6,000.00	8,545.25	10,395.00	12,852.00
120 1000 Salaries Substitutes	4,500.00	5,835.75	4,500.00	4,500.00
120 2000 Salaries Substitutes	4,500.00	5,003.50	4,500.00	4,500.00
121 9000 Tutoring	500.00	210.00	500.00	500.00
310 1000 Handwriting Materials	700.00	-0-	500.00	600.00
331 9000 Testing	700.00	432.00	840.00	840.00
440 1000 Repairs Inst. Equip.	975.00	372.00	1,070.00	1,000.00
440 2000 Repairs Inst. Equip.	695.00	604.10	685.00	725.00
561 9000 Tuition - Public	776,457.00	677,105.39	903,166.18	1,020,961.00
580 1000 Travel Expenses	600.00	862.20	750.00	750.00
580 2000 Travel Expenses	150.00	388.53	200.00	400.00
581 1000 Prof. Meetings	280.00	905.64	650.00	600.00
581 2000 Prof. Meetings	500.00	905.64	500.00	600.00
610 1000 Supplies	18,696.00	20,115.10	19,646.00	22,410.00
610 2000 Supplies	11,096.00	15,050.45	12,779.00	13,056.00
610 1008 Supplies, P.E.	931.00		979.00	1,020.00
610 2008 Supplies, P.E.	897.00		960.00	1,190.00
610 9000 Chapter II	2,000.00		2,000.00	9,760.00
630 1000 Books	6,525.00	5,993.71	7,963.00	7,802.00
630 2000 Books	3,477.00	5,509.42	3,337.00	6,371.00
741 1000 Equipment	7,062.00	6,146.45	2,832.00	2,610.00
741 2000 Equipment	7,672.00	9,112.03	3,635.00	1,480.00
742 1000 Replace Inst. Equipment	2,825.00	1,693.00	1,580.00	1,680.00
742 2000 Replace Inst. Equipment	4,440.00	3,802.40	767.00	567.00
TOTAL 1100 SERIES	1,491,638.00	1,389,666.29	1,653,829.18	1,861,239.00
1200 Special Education				
112 1000 Salaries	24,000.00	21,364.27	24,000.00	26,500.00
112 2000 Salaries	12,100.00	13,010.00	13,300.00	14,150.00
112 9000 Chapter I/P.L. 94:142	26,000.00		28,000.00	20,650.00
569 9000 Tuition	106,600.00	73,776.32	98,556.00	141,983.00
610 1000 Supplies	-0-	-0-	600.00	800.00
610 2000 Supplies	-0-	-0-	422.00	887.00
630 2000 Textbooks	-0-	-0-	196.00	215.00
810 9000 Special Services	3,053.00	3,118.16	3,168.00	3,320.00
TOTAL 1200 SERIES	171,753.00	111,268.75	168,242.00	208,505.00

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
1400 Co-Curricular				
112 1000 Salaries Sports	500.00	380.00	600.00	600.00
112 2000 Salaries Sports	3,650.00	3,450.00	4,425.00	4,950.00
390 2000 Officials	1,110.00	1,170.00	1,224.00	1,576.00
610 2000 Supplies	2,419.00	2,376.51	4,015.00	4,159.00
TOTAL 1400 SERIES	7,729.00	7,376.51	10,264.00	11,285.00
2120 Guidance Services				
112 9000 Salary - Guidance	11,300.00	11,600.00	24,000.00	26,800.00
112 1000 Salary - Tester	-0-	-0-	120.00	-0-
610 1000 Supplies	3,310.00	3,200.99	2,756.00	1,986.00
610 2000 Supplies	3,349.00	3,508.97	1,294.00	1,020.00
TOTAL 2120 SERIES	17,959.00	18,309.96	28,170.00	29,806.00
2130 Health Services				
112 1000 Salary Nurse	8,775.00	8,775.00	9,975.00	10,875.00
112 2000 Salary Nurse	15,000.00	15,200.00	16,200.00	17,250.00
391 9000 Clinics	120.00	-0-	120.00	120.00
434 1000 Cleaning	20.00	-0-	20.00	-0-
434 2000 Cleaning	20.00	-0-	20.00	-0-
610 1000 Supplies	332.00	373.44	555.00	560.00
610 2000 Supplies	263.00	316.44	977.00	735.00
TOTAL 2130 SERIES	24,530.00	24,664.88	27,867.00	29,540.00
2150 Speech Services				
112 9000 Salary - Speech	6,678.00	6,678.00	7,560.00	12,250.00
610 9000 Supplies	-0-	-0-	-0-	500.00
TOTAL 2150 SERIES	6,678.00	6,678.00	7,560.00	12,750.00
2190 Support Services				
890 1000 Assemblies	100.00	100.00	100.00	100.00
890 2000 Assemblies	100.00	35.00	200.00	200.00
TOTAL 2190 SERIES	200.00	135.00	300.00	300.00
2210 Improvement of Instruction				
270 1000 Course Credits	2,000.00	2,827.50	2,500.00	2,500.00
270 2000 Course Credits	2,000.00	1,125.00	2,500.00	2,500.00
640 1000 Periodicals	142.00	112.55	184.00	200.00
640 2000 Periodicals	199.00	156.95	273.00	243.00

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
2210 Improvement of Instruction [Continued]				
320 1000 Teachers' Workshops	100.00	936.00	200.00	250.00
320 2000 Teachers' Workshops	600.00	212.98	800.00	850.00
TOTAL 2210 SERIES	5,041.00	5,370.98	6,457.00	6,543.00
2220 Educational Media				
114 1000 Salary Library Aides	4,018.00	4,153.00	4,521.00	4,952.00
114 2000 Salary Library Aides	4,884.00	4,675.00	4,935.00	5,393.00
453 1000 Supp. Film Rental	802.00	796.21	150.00	150.00
453 2000 Supp. Film Rental	167.00	116.46	100.00	150.00
610 1000 Supp. Software	1,625.00	1,615.02	843.00	1,000.00
610 2000 Supp. Software	718.00	595.20	1,364.00	1,518.00
630 1000 Books	1,650.00	1,583.04	1,950.00	1,900.00
630 2000 Books	2,068.00	2,034.29	2,543.00	2,233.00
670 1000 Filmstrips	150.00	222.45	-0-	350.00
670 2000 Filmstrips	724.00	1,201.80	797.00	624.00
680 1000 Supp., Maps, Globes	390.00	411.67	510.00	560.00
680 2000 Supp., Maps, Globes	74.00	85.69	159.00	55.00
TOTAL 2220 SERIES	17,270.00	17,489.83	17,872.00	18,885.00
2300 Support Services				
101 9000 Salary School Board	1,200.00	1,241.20	1,200.00	1,200.00
103 9000 Salary Treasurer	500.00	500.00	500.00	500.00
105 9000 Salary Moderator	60.00	60.00	60.00	75.00
107 9000 Salary Clerk	90.00	90.00	90.00	120.00
115 9000 Salary Secretary	324.00	195.85	324.00	414.00
380 9000 Salary Census	1,070.00	1,119.75	1,070.00	1,113.00
381 9000 Auditors	1,582.00	1,844.77	1,600.00	2,300.00
382 9000 Counsel Fees	1,335.00	934.75	1,350.00	1,350.00
384 9000 Ballot Clerks	60.00	135.30	175.00	175.00
550 9000 Adv. Ballots	132.00	318.21	332.00	332.00
691 9000 Supp. Dist. Officers	415.00	530.92	415.00	500.00
692 9000 Supp. Treasurer	297.00	1,332.10	300.00	600.00
810 9000 NHSBA Dues	450.00	450.00	450.00	550.00
890 9000 Comm. Expenses	5,960.00	8,371.45	4,160.00	2,160.00
351 9000 SAU #28 Share	62,951.50	68,451.50	80,578.00	93,764.45
TOTAL 2300 SERIES	76,426.50	85,575.80	92,604.00	105,153.45
2410 Office of the Principal				
110 1000 Salary - Principal	24,000.00	25,500.00	27,500.00	28,300.00
111 2000 Salary - Principal	21,400.00	23,438.42	20,500.00	23,400.00
111 1000 Salary - Head Teacher	17,850.00	17,850.00	18,800.00	20,450.00

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
2410 Office of the Principal [Continued]				
115 1000 Salary - Secretary	9,979.00	9,832.76	11,245.00	11,822.00
115 2000 Salary - Secretary	8,648.00	8,648.00	9,935.00	10,812.00
532 1000 Supplies Postage	470.00	150.00	510.00	600.00
532 2000 Supplies Postage	400.00	393.00	450.00	600.00
610 1000 Supplies	1,655.00	1,798.03	1,816.00	1,750.00
610 2000 Supplies	1,317.00	939.60	1,370.00	796.00
810 9000 Prof. Membership	-0-		395.00	435.00
TOTAL 2410 SERIES	85,719.00	88,549.81	92,521.00	98,965.00
2490 Other Support Services				
112 1000 Salary Dept. Head	3,000.00	3,000.00	2,700.00	2,700.00
112 2000 Salary Dept. Head	2,275.00	3,582.00	2,725.00	2,875.00
610 1000 Report Cards Supp.	560.00	146.00	610.00	300.00
610 2000 Report Cards Supp.	276.00	160.55	328.00	300.00
890 2000 Graduation	700.00	504.00	700.00	1,300.00
TOTAL 2490 SERIES	6,811.00	7,392.55	7,063.00	7,475.00
2542 Operation and Maintenance of Plant Services				
112 1000 Salaries Custodians	32,292.00	31,516.87	35,840.00	38,818.00
112 2000 Salaries Custodians	22,904.00	20,946.37	23,776.00	27,158.00
431 1000 Rubbish	250.00	469.50	750.00	750.00
431 2000 Rubbish	250.00	245.00	-0-	400.00
432 1000 Snow Removal	1,250.00	682.48	1,250.00	1,250.00
432 2000 Snow Removal	1,250.00	682.47	1,250.00	1,250.00
434 1000 Cleaning	125.00	25.00	300.00	200.00
434 2000 Cleaning	125.00	30.60	200.00	200.00
435 1000 Septic Tank	325.00	-0-	350.00	500.00
435 2000 Septic Tank	325.00	-0-	350.00	350.00
531 1000 Telephone	1,691.00	2,291.56	1,597.00	1,994.00
531 2000 Telephone	2,578.00	2,835.93	3,003.00	3,830.00
610 1000 Supplies	4,543.00	4,159.03	5,050.00	5,555.00
610 2000 Supplies	4,750.00	5,563.64	5,605.00	6,000.00
652 1000 Electricity	14,305.00	16,220.96	16,261.00	18,653.00
652 2000 Electricity	14,305.00	15,571.12	15,064.00	17,907.00
653 1000 Heat	28,736.00	22,760.47	37,620.00	34,410.00
653 2000 Heat	31,878.00	31,241.55	42,600.00	44,375.00
657 2000 Gas	400.00	276.13	300.00	300.00
TOTAL 2542 SERIES	162,282.00	155,518.68	191,166.00	203,900.00

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
2543 Maintenance of Building				
440 1000 Building Maintenance	1,135.00	1,942.69	2,350.00	2,650.00
440 2000 Building Maintenance	1,200.00	1,215.86	1,630.00	2,400.00
460 1000 Sites	1,400.00	1,876.94	950.00	1,900.00
460 2000 Sites	460.00	147.25	310.00	1,310.00
TOTAL 2543 SERIES	4,195.00	5,182.74	5,240.00	8,260.00
2544 Care of Equipment				
112 1000 Painting Contractor	-0-	-0-	600.00	800.00
112 2000 Painting Contractor	-0-	-0-	1,600.00	1,000.00
440 1000 Repair Non Inst.	980.00	2,052.97	1,100.00	1,210.00
440 2000 Repair Non Inst.	36,500.00	13,385.38	985.00	2,380.00
442 1000 Maint. Contractor	4,760.00	3,196.00	4,060.00	4,600.00
442 2000 Maint. Contractor	3,960.00	3,541.47	4,060.00	4,560.00
742 1000 Repl. Non Inst.	1,750.00	376.00	1,043.00	450.00
742 2000 Repl. Non Inst.	8,326.00	8,103.63	4,223.00	2,194.00
TOTAL 2544 SERIES	56,276.00	30,655.45	17,671.00	17,194.00
2545 Care of Boilers				
440 1000 Boilers	800.00	733.61	800.00	850.00
440 2000 Boilers	800.00	267.41	800.00	850.00
TOTAL 2545 SERIES	1,600.00	1,001.02	1,600.00	1,700.00
2550 Transportation Services				
513 9000 Regular Service	131,506.11	176,763.52	218,950.00	208,935.00
513 9000 Special Pupils	68,978.00	32,850.85	77,542.00	75,460.00
513 9000 Special Buses	10,620.00	8,684.94	22,200.00	24,200.00
513 2000 Sports	1,825.00	1,820.15	1,890.00	2,207.00
TOTAL 2550 SERIES	212,929.11	220,119.46	320,582.00	312,046.00
2900 Other Support Services				
211 9000 Health Insurance	50,232.00	55,753.05	62,835.00	83,985.00
212 9000 Life Insurance	956.52	1,052.68	998.00	1,153.00
214 9000 Workman's Comp.	5,970.00	5,221.00	6,000.00	6,000.00
221 9000 Ret. Custodians	1,894.00	3,360.90	1,783.00	1,973.00
222 9000 Ret. Teachers	16,441.00	22,255.95	18,263.00	18,567.00
223 9000 Retirees Other	18.00	11.52	18.00	100.00
224 9000 Retirement Others	1,122.00	828.99	1,122.00	1,098.00

	Budgeted 1980/81	Expended 1980/81	Budgeted 1981/82	Recommended 1982/83
2900 Other Support Services [Continued]				
230 9000 FICA - Teachers - Principals - Nurses - Secretaries - Custodians - Aides	52,966.00	66,465.22	64,216.00	70,998.00
260 9000 Unemp. Comp.	5,928.00	5,780.42	6,000.00	4,963.00
520 9000 Liability Ins.	11,732.00	12,254.68	11,800.00	12,000.00
TOTAL 2900 SERIES	147,259.52	219,984.41	173,035.00	200,837.00
5100 Debt Services				
830 9000 Principal Debt	110,000.00	110,000.00	110,000.00	110,000.00
840 9000 Interest Debt	49,240.00	49,240.00	42,270.00	35,300.00
TOTAL 5100 SERIES	159,240.00	159,240.00	152,270.00	145,300.00
5200 Food Services				
880 9000 Federal Milk	8,000.00	9,398.00	9,000.00	10,000.00
TOTAL 5200 SERIES	8,000.00	9,398.00	9,000.00	10,000.00
GRAND TOTAL 1100-5200 SERIES	2,663,536.13	2,515,991.10	2,983,373.78	3,289,683.45

REVENUE STATEMENT

	1981-82 Approved	1982-83 Estimated
Fund Balance	124,469.21	15,807.00
Sweepstakes	23,951.04	23,951.00
Foster Children	400.00	400.00
Building Aid	33,966.00	33,966.00
Handicapped Aid	41,533.68	41,533.00
ESEA 89:10 - 94-142	28,000.00	20,650.00
Chapter II	-0-	9,760.00
Nutrition	9,000.00	10,000.00
Local-Other	500.00	500.00
Tuition	-0-	-0-
Trust Fund	250.00	250.00
TOTAL	262,069.93	156,817.00

SUPERINTENDENT'S REPORT

To the School Board and Citizens of Windham:

It is with great pleasure that I submit, to you, my seventh annual report as Superintendent of Schools.

Again, this has been a year which has been occupied with the contingencies of needed classrooms, improved curriculum and an unsettled economic climate. As we are all aware, the voters of the district overwhelmingly rejected the new building proposal which was presented by the Board and the Building Committee last March. In many ways, this was not unexpected because of the dramatic increase in our tax rate, the uncertainty of the economy and the comprehensive nature of the proposal. Surely, it is difficult to integrate into a single proposal the absolute need for a certain amount of space and the improvement, and/or expansion of the district's curriculum.

Presently, the School Board and the Building Advisory Committee have determined that it is not in the best interest of the district to propose any new construction or an addition. Through enrollment data, compiled by myself and with assistance from other sources, it has been concluded that our enrollments, for the time, have peaked. This plateau effect, which is now a reality and which could remain one, causes difficulty in projecting future trends. Regardless, it appears that for the present, the most appropriate strategy would be to continue renting the St. Matthew's Parish Center. This action would allow the district additional time to research and validate all of its' options. From my position as Superintendent, I still remain committed to working towards the improvement and expansion of our curriculum, while taking into consideration our resources and space requirements, in anticipation that both issues can be simultaneously resolved.

Turning my attention to other matters of the district, I wish to alert everyone of my continuing alarm with the federal and state governments. While both agencies eliminate and/or reduce financial assistance, they continue to promote costly legislation and merely acknowledge deregulation as a "buzz" word. If public schools are indeed important to our national heritage and defense, as I believe they are, then too is a unified commitment to maintain and improve upon its capabilities. I do not suggest that there are easy solutions relative to these matters, but no agency should be able to promote burdensome and costly laws without sharing in their expenses.

The Windham School District has completed the first cycle of the accountability testing with excellent results in most areas. However, considerable attention will have to be given to our test and results in grade eight social studies and literature. However, in general, our students in grades four and eight scored well above the ninetieth percent and this is indicative of the overall strength of our instructional efforts and the teaching staff. The addition of a second guidance counselor to the district has allowed the students to receive and participate more fully in direct services which can be of benefit in promoting a successful school experience. We will be asking the voters of the district to approve, within our operational budget, an art teacher and program for next year, in addition to expanding the time of our speech therapist. Recognizing the previously outlined accomplishments and activities as representing but a small segment of the life of our schools, I encourage your active participation in a joint union of caring with regard to your children. This union will ultimately preserve and foster the broad scope and success of our school programs.

In conclusion, I would again extend my appreciation to the building principals and the teachers for their pro-active and uncommon involvement with the total school effort. To the various civic and fraternal groups, without whose assistance we would find it most difficult to provide some of the extras for our students, I wish to express a sincere thank you for your continued interest. To the members of the School Board, whose continued support and commitment to public education is exemplary, and to the people of Windham goes my gratitude for a job well done. Finally, to Rusty Littlefield, I extend my personal thanks for his dedicated and genuine interest in improving education in Windham.

Sincerely,

HENRY E. LaBRANCHE

REPORT OF SPECIAL SERVICES COORDINATOR

Dear Mr. LaBranche:

Special services within the Windham School District covers many diversified areas. Identification of students and their unique educational needs is conducted by teams of qualified individuals in each school. The open-door resource room allows us to provide appropriate educational experiences for handicapped students in the least restrictive model. Those students whose educational needs cannot be met locally are provided with appropriate out-of-district programs.

Federal funds from Public Law 94-142 are providing the following direct supplemental services to Windham students:

1. expanded services for evaluation and speech therapy for preschool and middle school students.
2. contracted services for psychological evaluation and consultation by Dr. Harry McNally of S.E.R.E.S.C.
4. provisions for middle school and elementary resource room teacher-aides which provides more individual contact time.

The Title I program which promotes basic reading skills through small group remedial instruction is an integral part of our schools. The program enjoys continued success and meets its objectives yearly.

In response to local needs, a regional preschool program for educationally handicapped youngsters has been developed by S.E.R.E.S.C. and is operating successfully in two locations, Derry and Merrimack. However, these model programs are already filled to capacity.

Pinkerton Academy has expended its services for our high school population. A "Get Set" program for low functioning students with a strong emphasis on a life skills component is operational; a guidance counselor for special needs students has been employed; and a self-contained classroom with vocational counseling and programming is in the planning stages. This particular class will accommodate those students who cannot function in the mainstreamed core or regular academic classes.

We continue to be legally and professionally committed to educate all handicapped students. The number of students has risen with the population and the cost of programs and transportation has risen with the inflation rate. We are researching alternatives which would foster the development and implementation of local programs to serve a broader spectrum of needs. The feasibility of various models is presently being investigated and resolution is anticipated for the 1983-84 school year.

In conclusion, I would like to thank the principals and the special service team members for their cooperation and efforts on behalf of our handicapped students; and the Windham School Board Members, Mr. LaBranche and Mr. Kaffel for their interest and support.

Sincerely,

KATHERINE ENWRIGHT

PRINCIPAL'S REPORT

Dear Mr. LaBranche:

This year the transition from fourth grade to fifth grade at St. Matthew's went exceptionally well. Ann Harrington has done a fine job as Head Teacher and the students are enjoying a productive year. The district still needs to solve the housing problem with respect to additional classroom space for these students.

We are pleased to have the services of a full time counselor in each school. This has helped considerably in making the program much more effective. The programs that are still in need of future development at the elementary level is a formal art program and a program for gifted and talented children.

In our early Metropolitan Standardized Achievement Testing, we continue to score at approximately the 75 percentile nationally. This year, our fourth grade students participated in the district accountability testing program for minimum competencies. We were pleased that approximately 88 percent of our students passed their tests with scores of 80 percent or better. Our areas of strength are in reading and mathematics. The area needing improvement is in writing skills. This year, the staff will make a concentrated effort to focus on the development and improvement of their students writing skills.

The P.T.O. and the parent volunteers continue to donate their time and provide numerous services to the school. The staff continues to put forth the type of effort required to produce an effective educational atmosphere for students.

I would like to express my gratitude to the Superintendent's office, the School Board and the citizens of Windham for the help and support during the past year. I certainly look forward to all of us continuing to work at solving our educational needs.

Sincerely,

JAMES FLYNN

ASSISTANT PRINCIPAL'S REPORT

Dear Mr. LaBranche:

The staff of Windham Center School, through their dedicated efforts, has continued to further develop the Middle School concept by incorporating team teaching with the interdisciplinary mode of teaching.

The accountability test was completed in 1981 and the test was given to all eighth grade students in the areas of math, language arts, and social studies. The results were very positive and the various departments are in the process of refining the tests for future use.

The number of students in the district continues to increase. For the second consecutive year, four fifth grade classes are being housed at St. Matthew's Annex. Increased enrollment also resulted in the addition of a second guidance counselor to the district. Center and Golden Brook now each has a separate counselor.

Our music program, under the direction of Miss Barbara Lukitsch, continues to grow in scope. This year there are 170 students involved in band. Eighty students are in advanced band which is directed by Miss Lukitsch, and 90 students are in beginning band which is directed by Mr. Nick Narcisi. A jazz band has also been added to the program this year for the more advanced students who wish to participate.

The Artist in School Program is in place for the second year. This year, groups of students are working with a print maker and a weaver. The mosaics completed as part of last year's program are on display at the school.

Center School's eighth grade class of 1981, under the leadership of Mrs. Nancy Marashio, became the only student group in the country accepted for publication by the National Writing Project. Members of the class planned, wrote, illustrated, and revised a manuscript that shows the student view of the writing process. The editor responded to the manuscript by calling it the "most exciting" he has had the privilege of working with. We look forward to the book's publication in 1982.

The annual teacher workshop between Pinkerton Academy and the sending districts continues to promote positive results in better communication between the schools and a smoother transition for our students from grade eight to their freshman year at Pinkerton Academy.

A smooth transition from grade five to six was also a goal that we worked towards achieving last year. A program was developed which included a student and parent orientation program. The results have been excellent as fewer students experienced adjustment problems this fall.

I would like to thank those responsible for helping our system grow and improve; the School Board, the Superintendent and his staff, the P.T.O., our dedicated staff and the citizens of Windham. Quality education is the result of a cooperative effort between the schools and the community. Together, our efforts will continue to benefit the young people of Windham.

Sincerely,

STEVE PLOCHARCZYK

REPORT OF SCHOOL NURSE

Dear Members of the School Board, Mr. LaBranche, and Residents of Windham,

The Nurses staffing the Health rooms at Goldenbrook and Center Schools continue to see an increased number of students daily. The following is the list of services carried out by both nurses:

Physical examinations by school and private physicians	263
Vision screening	953
Hearing screening	953
Blood Pressures	953
Heights & Weights	953
Scoliosis screening	467
Throat cultures	119
Dental care through matching funds programs	18
First Grade Registration	96
Lions Club Pre-school Vision & Hearing Clinic	200
Dental Fluoride program	157
Health Room visits	6389
Speech	75
Mental Health	45
Telephone conferences	868
Personnel conferences	208
Head inspections	2439

Health education classes were once more carried out in the sixth, seventh and eighth grades. At Goldenbrook school health is a part of the regular curriculum in grades 1-4 with the nurse acting as a consultant. In the fifth grade class a program in growth and development was offered by the school nurse in cooperation with the physical education instructors.

Both nurses acted as consultants on the Special Needs staffing programs. All delinquent immunizations of students were updated according to State of New Hampshire standards. We had a minimal number of parents who did not cooperate in this endeavor. The Fluoride program was carried on by Irene Spaulding R.D. in grades one through three and she will return to carry on the program next year. Those students who could not afford to pay the fee were done and the cost paid by the P.T.O. Our thanks to Patricia Flynn for acting as treasurer for this program. Once again the Women's Club, St. Matthew's church and the Presbyterian Church donated to our matching Dental Fund program whereby we were able to offer dental treatments by two local dentists to students who financially were not able to attain this care.

We wish to extend our sincere thanks to these organizations as well as to our local Lion's Club whose help has been unending.

Without the support of our School Board, Mr. LaBranche and our school principals we could not have had such a successful and enjoyable school year.

**Respectfully submitted,
CARMEN BERGERON, R.N.
NANCY KIMBALL, R.N.**

REPORT OF THE SCHOOL BOARD

The past year has been busy and time consuming for the School Board and the administration.

This is the second year that our fifth graders have been housed at St. Matthews. The first year presented few minor problems for the teachers as well as the students; however, presently everything seems to be functioning well. St. Matthews Parish Council has indicated they would like to have their building returned to them at the close of school this year. We are hoping we can prevail upon them to allow the school district the use of their facility for another year. This would provide more lead time for a more detailed analysis of demographics and housing alternatives. The school building advisory committee has been meeting regularly with the School Board since the last school district meeting. They have collected a considerable amount of information beyond what was prepared by the school building committee. All of their information and input will assist in the selection of the proper alternative or alternatives the school district should be considering this coming year.

There has been a sizeable decrease in the amount of federal and state funds which has been received for special education. The federal and state laws are all encompassing in terms of eligibility and complete educational programs for special children; however, each year these agencies provide fewer funds for this accomplishment. Thus, the final cost of these programs has to be borne by the taxpayer. The special education account represents a sizeable increase in cost in our budget.

The installation of the new windows and doors in the older section of the Center School has been completed. The windows are an excellent addition to the structure. The rooms are warmer and more comfortable and the windows have also proven to be a positive contribution for conserving energy.

The School Board would like to thank all of the service organizations, the neighborhood groups and the many individuals who each year give generously of their time and energy to provide services and/or equipment that are used in the schools.

We would also thank the many volunteers who spend a few hours each day assisting our classroom teachers. A special thanks to the volunteers who compromise the School Board Advisory Committee who have given generously of their time during the past year to become involved in a very sensitive and important issue. It is because of these individual volunteers, a dedicated faculty and administration, plus supportive parents and taxpayers that we are able to provide a first class education for the Windham children.

WINDHAM SCHOOL DISTRICT DEPARTMENT OF REVENUE ADMINISTRATION

Your report of appropriations voted and property taxes to be raised for the 1981-82 school year has been approved on the following basis:

TOTAL APPROPRIATIONS	\$ 2,983,313.18
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Revenue and Credits

Unencumbered Balance	124,469.21
Sweepstakes	23,951.04
Foster Children	400.00
School Building Aid	33,966.00
Handicapped Aid	41,533.68
ESEA PL 89:10	28,000.00
Child Nutrition Program	9,000.00
Other Revenue from Local Sources	500.00
Tuition	-0-
Trust Fund Income	250.00
TOTAL REVENUES AND CREDITS	\$ 262,069.93
 DISTRICT ASSESSMENT 1981	 \$ 2,721,243.25
 TOTAL APPROPRIATIONS	 \$ 2,983,313.18

AUDITOR'S REPORT

WINDHAM SCHOOL DISTRICT COMMENTS AND RECOMMENDATIONS JUNE 30, 1981

As part of our examination of the financial statements of the Windham School District for the fiscal year ended June 30, 1981, we made a study and evaluation of the District's system of internal accounting control to the extent we considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards, the purpose of such evaluation is to establish a basis for reliance thereon in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements. Of primary interest to us in such a review are those key accounting controls, the effectiveness of which will influence the nature, timing and extent of our financial statement audit procedures.

The establishment and maintenance of a system of internal accounting control is an important responsibility of District officials. The objective of internal accounting control is to provide reasonable, but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the evaluation of these factors necessarily requires estimates and judgements by District officials.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally either with respect to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of the financial statements. Further, projection of any evaluation of internal accounting control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

The study and evaluation previously described was made primarily for the purpose of performing an audit in accordance with generally accepted auditing standards. It would not necessarily disclose all weaknesses in the system because it was based on selective tests of accounting records and related data.

We wish to express our appreciation for the cooperation we received from District officials and personnel.

After you have had an opportunity to consider our comments and observations, we would be pleased to discuss them with you should you so desire.

Very truly yours,

KILLION, PLODZIK & SANDERSON
Accountants & Auditors

AUDITOR'S REPORT

COMMENTS AND RECOMMENDATIONS

I. GENERAL

A. Accounting System

Observation

The record keeping system did not provide for a proper accounting of the District's revenues and expenditures. The cash transactions according to the financial reports generated by the computer were not reconciled with the treasurer's records for the fiscal year ending June 30, 1981. In addition, the federal funds cash transactions according to the computer generated financial reports were not reconciled with the federal funds ledgers.

We feel that there are a number of reasons why these problems occurred, the main ones being the turnover of bookkeeping personnel and the implementation of a new computer system. There are certain limitations in the computer software which make it difficult for the bookkeeping personnel to reconcile the books.

Because of the problems noted above and the inadequacies in the present software, the preparation of the annual State of New Hampshire financial report (MS-25) took considerable time and effort on the part of management and staff.

Recommendations

1. The District should develop a formal computer utilization plan which addresses, among other areas, updating of the present software to include an adequate audit trail and allow for proper recording of the financial activity of the District.
2. The financial reports generated by the computer should be reconciled with the treasurer's records and federal fund ledgers on a monthly basis. This will insure that management is receiving accurate financial information for decision making purposes.
3. Periodic monitoring by independent auditors to assist management and bookkeeping personnel is recommended. The United States General Accounting Office, in a recent supplement to the pamphlet, "Standard for Audit of Governmental Organizations, Programs, Activities and Functions" has recommended standards covering audit review during the design and development process of an automated system. The standards are to provide management with assurance that auditable and properly controlled systems are being produced.

B. Accounts Payable

Observation

During the course of the audit we found that there were several instances of duplicate payments of vendor invoices. We also found that in some instances purchase orders (receiving reports) verifying the receipt of goods were not attached to the invoices. In addition, it was difficult to locate certain invoices due to the condition of the invoice filing system.

Recommendations

1. Payments should only be made from original invoices.
2. A new invoice filing system should be developed in which invoices are filed in alphabetical order by vendor. This will facilitate accounts payable personnel in determining if an invoice has been paid.
3. Invoices should not be paid without the approval of a designated official who should verify the receipt of goods.
4. A system should be developed for the accounts payable cycle to insure the smooth flow of paperwork from the time a purchase order is initiated to the actual payment of the invoice.
5. All invoices should be cancelled once payment is made.

II. TREASURER'S DUTIES

A. Custody of District Funds

Observation

We noted that the funds of the Central and Golden Brook School Milk Programs are not in the custody of the treasurer. We refer to the State of New Hampshire Revised Statutes Annotated which reads in part as follows:

197:23a Treasurer's Duties "The Treasurer shall have custody of all moneys belonging to the district and shall pay out the same only upon orders of the school board empowered by the school board as a whole to authorize payments."

Recommendations

We suggest that the funds of the two milk programs be turned over to the treasurer.

III. MILK PROGRAMS

A. Milk Sales

Observation

We were unable to verify that monies received from milk sales were deposited into the checking account. The reason for this is the fact that there are no records maintained at the schools, accounting for total milk sales.

Recommendation

We suggest that records be maintained at the schools accounting for total milk sales by full price, reduced price, and free. These records should be tied into the total sales dollars as reported on the ALB-3's.

B. Accounts Payable

Observation

There were no signatures on the vendor invoices verifying that the goods were actually received.

Recommendation

Invoices should not be paid without the approval of a designated official who should verify the receipt of goods.

IV. STUDENT ACTIVITY FUNDS

A. Need for Standard Record Keeping System

Observation

Our engagement included the examination of the accounts and records of the following student activity funds:

Center School
Golden Brook School

The examination revealed many weaknesses in the records being maintained. The following is a summary of our findings.

1. Monthly reports are not prepared and, therefore, there is no review of the activity by a responsible official.
2. There is no duplicate receipt form used for the recording of monies received, thus the current procedure does not ensure that all receipts are recorded.
3. In some instances, there is no authorization for expenditures other than the bookkeeper's.
4. The Golden Brook School Activity Fund is not broken down by specific activity.
5. In some instances, expenditures which should be budgeted and flow through the general fund were expended through the student activity funds.

Recommendations

1. A periodic reporting system should be established whereby the various student activity funds submit reports to the business office detailing cash receipts and disbursements which should be reviewed and approved by a responsible official.
2. A pre-numbered duplicate receipt form should be utilized by the bookkeeper for all monies received.

3. There should be at least two individuals approving all expenditures, preferably the principal and class advisor.
4. The Golden Brook activity fund should be broken down and accounted for by specific activity.
5. The expenditure of student activity fund monies should be closely monitored and expenditures which should be budgeted should only be expended through the general fund.

SCHOOL DISTRICT TREASURER'S REPORT

For the fiscal year July 1, 1980 to June 30, 1981

SUMMARY

Cash on Hand July 1, 1980 (Treasurer's Bank Balance)	\$ 20,526.92
Received from Selectmen	
Current Appropriation	\$ 2,477,177.00
Revenue from State Sources	110,858.84
Revenue from Federal Sources	31,714.10
Received from Tuitions	84.00
Received as income from Trust Funds	614.04
Received from all other sources	2,964.72
TOTAL RECEIPTS	\$ 2,623,412.70
 TOTAL AMOUNT AVAILABLE FOR FISCAL YEAR (Balance and Receipts)	 \$ 2,602,885.78
LESS SCHOOL BOARD ORDERS PAID	<u>2,497,046.81</u>
BALANCE ON HAND JUNE 30, 1980 (Treasurer's Bank Balance)	\$ 105,838.97

June 30, 1981

ROSE BODA
District Treasurer

GOLDEN BROOK BUILDING FUND For Fiscal Year July 1, 1980 to June 30, 1981

SUMMARY

Cash on Hand July 1, 1980 (Treasurer's Bank Balance)	\$ 882.36
Received from all other sources	\$ 46.04
TOTAL RECEIPTS	<u>46.04</u>
 TOTAL AMOUNT AVAILABLE FOR FISCAL YEAR (Balance and Receipts)	 \$ 928.40
LESS SCHOOL BOARD ORDERS PAID	<u>207.00</u>
 BALANCE ON HAND JUNE 30, 1981 [Treasurer's Bank Balance]	 <u>719.40</u>

June 30, 1981

ROSE BODA
District Treasurer

ENROLLMENT

GRADE	1981-82	1982-83
1	146	131
2	93	114
3	120	98
4	135	125
5	123	138
6	116	128
7	119	121
8	123	123
	975	978

ENROLLMENT IN HIGH SCHOOLS

The following tabulation shows the number of high school pupils by grades and the tuition rate.

	9th	10th	11th	12th	Total	Tuition
Alvirne	1	0	0	1	2	\$2,083.03
Handicapped	7	4	0	0	11	4,120.60
Pinkerton						
Academy	118	98	107	66	389	2,060.30
Salem High	0	0	0	4	4	2,203.00

*District only supports an amount equal to Pinkerton Academy tuition.

DISTRIBUTION OF SUPERINTENDENT'S SALARY

Windham	44.15	\$16,777
Pelham	55.85	\$21,223
		\$38,000

DISTRIBUTION OF ASSISTANT SUPERINTENDENT'S SALARY

Windham	44.15	\$13,245
Pelham	55.85	\$16,755
		\$30,000

TEACHERS UNDER APPOINTMENT

The following tabulation shows a membership by grades as of September, 1981.

TEACHER	TRAINING	DEGREE	GRADE	PUPILS
Anne Playdon	Plymouth State College	B.A.	1	20
Judy Newcomb	University of N.H.	B.A. / M.Ed.	1	23
Jean Oakes	Southern Methodist College	B.S.	1	19
Olive Shaw	Lesley College	B.S.	1	21
Joan Lannon	Lowell State College	B.S.	1	21
Kathleen Sawyer	Emmanuel College	B.A.	1	21
Janice Rokol	Central Michigan University	B.A.	1	21
Patricia Bergeron	Castleton State College	B.S.	2	19
Barbara Bourdelais	Lowell State College	B.S.	2	19
Eileen Mackey	Lowell State College	B.S.	2	20
Paula Renda	No. Adams State College	B.S.	2	20
Elaine Davis	Boston State College	B.S.	2	19
Lynn Lundergan	Lowell State College	B.S.	3	24
Mary Ellen Aubert	University of Lowell	B.S.	3	24
Elizabeth Piccola	Syracuse University	B.S.	3	24
Nancy Donegan	Keene State College	B.S.	3	23
Jonathan Hunt	MacMurray College	B.A.	3	25
Susan Parker	East Stroudsbury State	B.S.	4	24
Carol Siano	Notre Dame College	B.A.	4	21
Lillian Pirog	Notre Dame College	B.A.	4	23
June Traynor	Lowell State College	B.S.	4	22
Cheryl Bowlby	Graceland College	B.A.	4	23
	Rivier College	B.A.		
Sharon Demarco	University of N.H.	B.A.	4	22
James Burns	St. Anselms	B.A.	5	26
Sandra Pare'	Simmons College	B.S.	Read. Spec.	
Donna Morgan	Plymouth State	M.S.	Spec. Education	
	University of Maine	B.S.		
Maureen DeSantis	Bridgewater State College	B.S.	Spec. Education	
Wendy Wiberg	University of Massachusetts	B.S.	Speech	
	New York University	M.A.		
Eugene Connolly	Springfield College	B.S.	Phys. Education	
Tona Buros	University of Maine	B.S.	Guidance	
	Northeastern University	M.Ed.		
		C.A.G.S.		
Nancy Kimball	Boston College School of Nursing	B.S.N.		Nurse
James Flynn	American International College	B.S.		Principal
	Springfield College	M.S.		
	University of Massachusetts	C.A.G.S.		

ADMINISTRATIVE AND TEACHING STAFF 1981-82

TEACHER		GRADE	DEGREE	TRAINING
Stephen Plocharczyk	Assistant Principal	grades 5-8	B.A.	U.N.H.
Judith Kryzynski	Head Teacher/ Reading Teacher-8th grade	grades 5-8	B.S.	Univ. Maine
Carmen Bergeron	Nurse/ Health Educator		R.N./ B.A. C.H.E.	St. Joseph's Hospital School of Nursing; NE College
Linda Kurkjian	Reading Coordinator	grades 5-8	M.S. B.S.	Boston College, U of Me.
Cyndi Dunlap	Special Education	grades 6-8	B.S.	Am. International College
Title I Tutor	Beverly Page	grades 6-8	B.S.	Wheelock College
Resource Rm. Teach. Assistant	Delores Schultz	grades 6-8	Assoc.	So. Conn. College
Occupational Therapist	Debra Moreau	grades 1-8	B.S.O.T.	U.N.H.
Music Director	Barbara Lukitsch	grades 1-8	B.A.	Lowell University
Music Teacher	Nick Narcisi	grades 5-8		
Pam Polopek	Athletic Director	grades 1-8	B.S.	Yankton College
William Hagen	Phys. Ed. Teacher	grades 1-8	B.S.	U.N.H.
Laura Marcille	Library Aide	grades 6-8	B.S.	Univ. of ME.
Tony Donais	Teacher - 25	grade 5	B.A.	Bradford College
Ann Harrington	Teacher - 23	grade 5	B.A.	Trinity College
			M.Ed.	Suffolk Univ.
Doreen Mercier	Teacher - 24	grade 5	B.S.	Gorham State
Carol Sheehan	Teacher - 25	grade 5	B.S.	Fitchburg State
Joseph Argenziano	Teacher - 24	grade 6	B.S.	Salem State
Teresa C. Barry	Teacher - 23	grade 6	B.S.	Salem State
Irene Blenis	Teacher - 23	grade 6	B.S.	Bridgewater State
Irene Herbert	Teacher - 23	grade 6	B.A.	Rivier College
Wendy Denneen	Teacher - 25	grade 7	B.A.	Colby College
			M.Ed.	Boston Univ.
Nancy Fahey	Teacher - 24	grade 7	B.A.	Notre Dame College
			M.Ed.	Salem State
Eileen Frigon	Teacher - 23	grade 7	B.S.	Framingham State
Larry Robbins	Teacher - 24	grade 7	B.S.	Univ. of Maine
Jeanne Cohen	Teacher - 25	grade 8	B.A.	Stonehill College
			M.A.T.	Univ. of Ma.
Judith Kryzynski	Teacher - 25	grade 8	B.S.	Univ. of Maine
Philip Manna	Teacher - 25	grade 8	B.S.	Univ. of Ma.
Nancy Marashio	Teacher - 24	grade 8	B.Ed.	Keene State
			M.A.	Boston College
			C.A.S.	Wesleyan Univ.
Craig Tashjian	Teacher - 24	grade 8	B.A.	Boston College

GRADUATION CLASS

WINDHAM CENTER SCHOOL 8th GRADE

JUNE 19, 1981

Dean Joseph Adams
Christine Marie Anderson
Jennifer Lynne Anthony
Alyssa Arrigo
J. Megan Arthur
Michelle Renee Auditore
Amy Lynne Baker
Todd Balise
Wilfred Beaudoin
Stephen Charles Becker
Daniel Charles Beer
Mary Jane Belanger
Pamela Ann Binette
Stephen P. Blinkinsop
Linda Bolduc
Richard D. Bolduc
Peter Gerard Bolin
Jason Keith Bourgault
Patricia Buzynski
Sherri M. Carle
Daniel J. Cayer
Kenneth Champagne
Christine Catherine Chapman
Janet Lynne Chartrain
Lara Teresa Chulack
Maureen Marguerite Ciardello
Karen Cizmadia
Lana M. Clivio
Michael R. Cookson
Nancy Marie Costa
Shellie Lynn Costello
Jody A. Crawford
Kerry Ellen Culleton
David Lawrence Cunningham
Jon Thomas Dega
Mark A. Delaney
Jodi L. Desharnais
Marie A. Diem
Carolyn Doherty
David Ernest Dubuc

Debra J. Dugan
William F. Duggan
Keith F. Dunkley
Brian James Ell
Mark Wayne Estey
Christine Lynn Field
Thomas R. Fratus
Vincent J. Froio
Ann Marie Gattinella
Linda Mary Gile
David R. Gosselin
Kathleen Marie Grant
William Joseph Grinley
Joanne Groetzinger
Robert S. Hamblet
Sean Michael Hanlon
Nancy Lynne Harris
Robert Hazelton III
Scott M. Heath
F. Scott Johnson
Nancy Ann Johnson
Kathleen Marie Kerton
Sharon Lynn Kinhart
Eric Robert Kling
Calvin C. Knight
Joseph Kovolyan
Keith P. Kwiatkowski
Amy Elizabeth La Branche
Brian P. Lafferty
Patricia Ann Lagasse
Chrystal Mary Larose
Christine Lebiecki
Linda Ann Lemanski
Gina M. Letizio
Steven Richard Lingeman
Kristina Marie Linneman
Robert Wilhelm Lund
Scott James McGee
Mary R. McPhillips
William Norman Collins Morgan, Jr.

Maureen Moynihan
Lisa Jane Musemeci
Joseph F. Nassab
Mark N. Norton
Sherri Palmieri
Margaret Renee Parks
Christine Ann Pas
Billy Payson
Anthony Mark Pellegrini
Joseph Alan Perreault
Kristine Ann Porter
Christopher G. Pothier
Christopher P. Ramsden
Scott Alan Rogers
Holly Jean Rozen
Richard Ross
Kim A. Ryan
Miriam Amy Salzman
Kellie Saunders
Stephen Robert Schaffer
Jerold Jay Shattuck
Natalie Jean Shattuck
Kenneth A. Simone
Melissa Elizabeth Sims
Wayne John Spellman
Kimberly Ann Spofford
Brian D. Steele
Lori Beth Sweeney
Patrick A. Timmins
Michelle Marie Tveter
Thomas Victor Webster
Carol Ann Wentworth
Edward Arthur Wheeler
Jana White
Scott Joseph Whitney
Pamela Ann Wojas
Cheryl Jean Yennaco
Mark R. Yergeau
Craig Douglas Young
Cynthia Jean Marie Zins

INFORMATION ABOUT WINDHAM

AREA	Approximately 27.2 square miles	
POPULATION	Approximately 6,000-6,100	
INCORPORATED	1741	
TOTAL VALUATION	\$185,016,270.00	
TAX RATE	\$20.00 per Thousand Dollars	
CHURCHES.....	3-representing 3 denominations	
SCHOOLS	2 Elementary - Golden Brook & Center High School students attend Pinkerton Academy, Derry, N.H.	
STATE SENATORIAL DISTRICT	22nd	
STATE SENATOR	Vesta Roy (603-898-5651)	
REPRESENTATIVES TO GENERAL COURT DISTRICT 3-A.....	Patricia Skinner	— (603-898-4860)
	Ada Mace	— (603-434-5285)
COUNTY COMMISSIONER, DISTRICT NO. 3	Ernest P. Barka	— (603-432-2063)
U.S. SENATORS	Gordon Humphrey	— Concord (603-228-0453) Washington, D.C. (202-224-2841)
	Warren D. Rudman	— Manchester (603-666-7519)
Mailing Addresses:	Gordon Humphrey	— 125 So. Main Street Concord, N.H. 03301
	Warren D. Rudman	— 3313 Dirksen Office Bldg. Washington, D.C. 20510 Norris Cotton Fed. Bldg. 245 Chestnut St., Manchester, N.H. 03101
CONGRESSIONAL DISTRICT	1st	
U.S. CONGRESSMAN	Norman E. D'Amours	— Manchester (603-668-6800) (603-666-7526)
		Washington (202-225-5456) 1-800-562-3802
ANNUAL ELECTION	2nd Tuesday in March	
ANNUAL TOWN MEETING	Following Election Day - determined by Board of Selectmen	

**Town of Windham
Windham, N.H.**

**BULK RATE
U.S. POSTAGE
PAID
Windham, N.H.
Permit No. 5**

**RFD BOX HOLDER
STAR ROUTE OR
P.O. BOX HOLDER
LOCAL**